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JUVENILE JUSTICE COMMISSION MEETING

THURSDAY, DECEMBER 13, 1973

The meeting was called to order at 4:05 PM by Chairman Charles R. Greenstone,Sr.

Roll Call:

Present:
Charles R. Greenstone, Sr., Chairman
Msgr. Peter Armstrong
Mrs. Richard Caesar
Paul Chow
Mrs. Ruth Drossel
Mrs. William Green
Howard Freeman
Scott Kahn
Thomas Lenehan
Louis Maldonado
Rev. Donald Mayberry
Dr. Edward Smith

Staff:
Joseph Botka, CPO
Ms. Jane Cassedy, Asst. CPO
Thomas Spillane, Business Manager
Pearl Kirk, Engineer, Juvenile Hall

Minutes:

A motion was made, seconded and carried approving the minutes of the November 14, 1973 meeting, as circularized to the Commissioners.

Mr. Greenstone advised Mr. Maldonado will arrange for badges for the two new Commissioners, Mrs. Ruth Drossel and Mr. Scott Kahn.

Presentation by Sgt. Macias, Police Department:

Sgt. Macias extended the best wishes of Captain Bruneman to the Commissioners, and extended an invitation to take a guided tour through the Bureau. Sgt. Macias referred to the diversion program being started, for which a great deal of money has been made available to 12 different Police Departments in the United States. This program deals with the first time vehicle theft offenders. If a youngster has a minor record, they may include him in the program rather than citing him. He is then channeled to an agency and the only record made by the Admitting Officer is a 3x5 card, indicating the youngster is to be included in the diversion program. The Sergeant referred to a similar program in Los Angeles, which has been operating for two years, where vehicle crime has been cut by about 40%. He expressed the hope that a grant will be received in San Francisco for their diversion program.

Sgt. Macias said a "must" is the safety of the community, as well as the welfare of the youngster. The Police Department met with the various agencies last week, and the consensus is that this is a good program in its entirety.

During the question and answer period, Sgt. Macias was asked to give an outline of his departmental activities. He advised that they include group counseling -- they would like to have counseling with parents as well, but they do not want to interfere with other agencies. He explained each agency operates differently, and that some have vocational training, although the agency selected is the one in the area where the youngster resides. A youngster is placed with an agency for 6 months, but he will be observed for approximately two years. The matter of duration was discussed as to whether the youth should be in the agency 6, 8 or 9 months. Sgt. Macias said it was difficult to estimate the length of time the youngster should be observed.

City Health Insurance Program:

Mr. Greenstone advised that Mr. Kearney, Director of the City Health Service Program plans to be present at the January meeting to explain the health program more fully and answer questions of the Commissioners interested in enrolling.

Committee Reports:

Committee on Public Relations:

The Chairman appointed Mr. Scott Kahn to work with Mrs. Green on this committee.

Committee on Specially Funded Projects:

The Chairman appointed Mrs. Ruth Drossel to work with Mr. Salarno on this committee.

Committee on Placement of Delinquent, Dependent and Neglected Children:

This report was held over until the next meeting.

Committee on Health and Medical Care:

This report was held over until the next meeting.

Mr. Spillane reported that Juvenile Hall will be requesting new jobs to be filled -- 4 at Log Cabin -- 1 at Hidden Valley and 2 Stationary Engineers at Juvenile Hall. The EEA people will be phased out unless new jobs are approved in the new budget. The rest of the budget is similar to the one submitted last year. The budget will be submitted in February. Mr. Greenstone suggested a Task Force be named to assist Mr. Spillane and back him up. He asked Mr. Spillane to give him advance notice if this assistance is required.

Mr. Botka said the money for the EEA people will end June 30th. 17 of these people were added to the Juvenile Court staff and were very helpful. In losing these people, the situation at Juvenile Court will be the same as it was two years ago, which was very difficult, and that is the reason for the very pressing need for requesting approval of these jobs.

Chairman Greenstone reported that Supervisor-elect Al Nelder will be present at the January meeting, and he feels Mr. Nelder will be helpful and cooperative with the Commission. He also stated plans to invite several other Supervisors to attend future meetings, and hopes the Commission will eventually have some sympathetic concern in the Board of Supervisors.

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Volunteer Auxiliary:

Mr. Greenstone referred to the invitation extended by Mrs. Donohue to the Commissioners and stated all were invited to attend the Christmas party at Juvenile Hall on December 17th.

Mr. Botka distributed copies of the sketch of the courtroom adjacent to security, and advised construction will start on this new building after the first of the year. Planning of the first phase has been completed for this construction. The new courtroom will be used by the Judge for cases involving violent behavior.

Inspection of Youth Guidance Center - November 27, 1973:

The Inspection Committee, consisting of Mr. Chow, Mrs. Ballou, Mrs. Drossel, Mr. Kahn and Mr. Maldonado were present and submitted a report. (Copy of report attached hereto). The committee's recommendations for immediate action were: (1) inter-com system should be repaired or replaced; (2) the storage areas in the kitchen should be painted; (3) permanent dividers should be installed between the toilets in the girls' cottages. Mr. Kirk advised the storage areas in the kitchen will be painted and that there is money in the budget for dividers between the toilets.

The report by the Health Department, dated November 14, 1973, referring to the lack of privacy in the toilet and shower facilities in the girls' cottages was discussed, and it was recommended that partitions should be installed immediately. The Secretary was instructed to send a copy of the Annual Health and Sanitary Report made by the Department of Public Health to Mr. Kahn, and members of his committee, so they might incorporate it with their findings and report back at the next meeting. Mr. Greenstone suggested the committee submit their recommendations in the order of importance on the items that should be kept in the budget. The Commission will then offer a resolution in an effort that the most important items are definitely retained in the budget. From all indications, the most important items at present are the repairing of the inter-com system; painting of storage areas in the kitchen and permanent dividers between the toilets in those cottages where needed. Mr. Kirk said part of the painting is being held up due to time and lack of money. There is only one painter working, and only 20 days left in which to do the painting. He added that the splintered shelves would be removed and would not be painted in their present condition.

During discussion, it was pointed out that security has been emphasized at Juvenile Hall rather than a recreational program, and they are gradually moving in that direction. Mrs. Drossel raised the question as to what Juvenile Hall should actually be doing -- was it a custodial program, or are we trying to rehabilitate the youths while they are in Juvenile Hall custody. Mr. Botka said if the committee feels more effort should go in that direction, and if the Commissioners feel a resolution should be given to him, they are free to do so. Mrs. Drossel said if this is not done, all other recommendations would be useless. Mr. Botka suggested that Mrs. Drossel and Mr. Kahn meet with him and Mr. Foote to discuss this further.

It was suggested that Mr. Negrette of the C.Y.A. be invited to attend the February Commission meeting.

There was further discussion in regard to dispensing of food at Juvenile Hall and at Log Cabin -- how it is obtained, distributed and what guidelines are followed.

See Corrections Feb 14, 1974 Minutes p. 1.

A motion was made, seconded and carried accepting the foregoing report made by the committee. The recommendations and suggestions made relative to this report shall be reported back at the next meeting as to the action that has resulted.

Meeting of Legislative and Personnel Committee, Board of Supervisors-Dec. 18,1973:

Reference was made to Item 12 - Ordinance amending the Salary Standardization Ordinance enacted pursuant to Charter Section 8.400 and 8.401, effective July 1, 1973, by amending Section 5 thereof, relating to overtime for employees occupying executive, administrative or professional positions. Mr. Greenstone asked for a resolution from the Commission adopting the foregoing. A motion was made, seconded and carried recommending adoption of this amendment.

It was noted that the Secretary works for both the Delinquency Prevention Commission and the Juvenile Justice Commission, and that many times it is necessary for her to work overtime at night for the Delinquency Prevention Commission as well as the Juvenile Justice Commission, It was agreed that she should be recommended for overtime if the Civil Service regulations call for such payment.

The Chairman also referred to Item 14, an ordinance amending the San Francisco Administrative Code by amending Section 8.16 thereof, relating to filing of annual reports and official documents with the City Librarian, to provide that all board, commissions and committees shall submit copies of all agendas and minutes of their actions to the City Librarian and requiring retention of said documents thereby for a minimum period of one month. A motion was made, seconded and carried adopting this amendment.

Msgr. Armstrong reported on the last regular liaison meeting with the Police Department Juvenile Bureau Captain. He stated many youngsters are taken to the Police Department, and that Department would like to have the processing done at Juvenile Court. He suggested he be given the Commission's approval to take this matter to the appropriate individuals for action. The Commission was advised this committee meets at 8:30 AM the first Wednesday of every month in the Conference Room at Juvenile Hall and any Commissioners may attend.

Mrs. Caesar's report:

Mrs. Caesar reported she attended the Conference of the Western Correctional Assn. in Palo Alto relative to criminology. She felt no progress had been made and they are back where they originally had started. She referred to the October conference at the Hyatt Regency on Juvenile Justice, and noted the Commissioners had not been advised of this conference in advance. This was a conference of District Attorneys relative to juvenile offenders, and noted that none of the staff nor the Juvenile Justice Commissioners were present as they had not been advised of it. Mr. Botka said this had been set up by the National District Attorneys on a national level. He received about one week's notice, but the Commission was not advised. It was mentioned that Mrs. Caesar and Mr. Greenstone learned of the meeting by reading it in the daily newspapers the day of the meeting. It was felt that Mr. Botka and Judge Mayer should have been notified of this, as well as the Commission. Mr. Botka protested this to the National Director in Reno, and was advised it was primarily a District Attorneys' meeting. No Superintendents of institutions in San Francisco nor any of the District Attorneys were on the program, or invited, he commented. Mrs. Caesar reported

further that she has been attending the meetings of the Delinquency Prevention Commission, and suggested the Commission should take action on some of the items she has learned from attending these meetings. She also urged the following people be invited to attend future Commission meetings and report on what is happening in their programs, their progess, etc.: Mr. Mason Wong, Chinatown Youth Services; Mr. Maurice James, Morrisania West Inc. Postal Street Academy; and Mr. Molina, Director, Youth at the Crossroads. Chairman Greenstone said letters would be written to these people, inviting them to attend Commission meetings, and that the invitations would be staggered to enable them to appear at different future meetings.

Mrs. Caesar also suggested that letters be written to the National mailing address of the District Attorneys' Assn. and to the Council of Juvenile Justice Judges, requesting that Chairman Greenstone be placed on their mailing list.

Commission of Children and Youth:

Mrs. Caesar reported several meetings have been held and it developed that a proposal evolved from the 1969 resolution that a Commission for Children and Youth be created. This would entail a 2-prong agency. It has been proposed that the Delinquency Prevention Commission should be expanded and given more responsibility. This Commission would be under the supervision of the Mayor rather than the Board of Supervisors. She said the youth had demanded that a committee of 9 people be appointed to try to resolve this matter. In view of the meetings she has attended and from what she has observed, she urged that the Juvenile Justice Commission be alerted to what she has observed so future action may be considered by this Commission.

The meeting adjourned at 6:30 PM.

Respectfully submitted,

Ferne Adell Keys, Recorder

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JUVENILE JUSTICE COMMISSION MEETING
THURSDAY, JANUARY 10, 1974

Minutes

The meeting was called to order at 4:10 PM by Mrs. William Green, Commission Secretary, in the absence of Mr. Greenstone, Chairman, and Msgr. Armstrong, Vice Chairman.

Roll Call:

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Present: Mrs. George Ballou
Mrs. Richard Caesar
Paul Chow
Howard Freeman
Mrs. William Green
Scott Kahn
Thomas Lenehan
Rev. Donald Mayberry
Michael Salarno
Dr. Edward Smith

Volunteer Auxiliary: Mrs. Donohue

Staff: Joseph Botka, CPO
Thomas Spillane, Business Manager
Mrs. Jeanne Bailey

Minutes:

A motion was made, seconded and carried to hold the minutes of the meeting of December 13, 1973 over until the February 14th meeting for further discussion.

City Health Service System - Mr. Philip J. Kearney, Executive Director:

Mr. Kearney gave a complete resume on the City and County of San Francisco's health service system. City commissioners and board members are eligible, he advised, to be covered. Basic benefits are determined each year actuarily. For a single individual enrolled in Plan I, the cost of basic benefits is $14.05. Major medical is $4.14 per month for a contract rate of $18.19. From this is subtracted the amount being contributed this fiscal year by the City of San Francisco of $10.53, making an out-of-pocket cost for a single employee of $7.66. The basic benefits, effective July 1, 1974, will be improved a minimum of 30%. It has not yet been determined whether or not the Commissioners can continue their coverage after their term of office as a Commissioner expires. The present residual rates are $20.72 for an individual and $34.83 per month for a family. A residual status is being considered by the Health Service Board for board members and commissioners after their terms of office expire. If the residual rate goes up, it will still be a good rate for the Commissioners. He believes Plan I will be the best plan of its kind in California. Mr. Kearney will keep the Commissioners advised by furnishing up-to-date literature and brochures showing changes in rates. The Recording Secretary will contact him the middle of April for the new rates. Room and board in a hospital, which is now $80.00 per day will go up to $90.00 per day. X-ray and laboratory work will be raised from $75.00 to $150.00; maternity rates will be raised from $400.00 to $600.00. Doctors' visits will be raised from $7.00 per visit to $10.00 per visit. He closed by advising that a member may pay his premiums quarterly, monthly, semi-annually or annually.

Volunteer Auxiliary Report - Mrs. Donohue: + The Lions Club of San Francisco

Mrs. Donohue referred to the job training program. They pay girls $1.65 per hour for working at various jobs at the Youth Guidance Center. This program now includes boys who are on probation. The Lions Club will sponsor their annual fund-raising event this year. The ~~Auxiliary~~ is trying to raise $4,000.00 by selling raffle tickets to enable them to purchase boxing equipment for Hidden Valley Ranch. They will be selling tickets for $1.00 each in books of 10. Mrs. Donohue asked for the Commission's assistance.

Presentation by Mr. Mason Wong - Chinatown Youth Services and Coordinating Center:

Mr. Wong advised the Center provides services for the youth, as well as the Probation Officers. They can speak to the youth in Chinese -- many of the youngsters speak English, but the parents do not. They want the Chinese youth to fully understand the functions of the Youth Guidance Center. The people in the Chinese community have definite ideas about an institution, and many young Chinese people fear institutions. Mr. Wong said one of their big jobs is to dispel this fear in the young people. When a youngster is in trouble, they call in an attorney. They have found that if the attorney is not familiar with juvenile law, the youth is usually convicted. The Center also provides counseling and translation for the parents. He is now working with the community agencies, trying to develop a program for mental health services. They are trying to develop a 6-month pilot project. This is the Child Development Center in Chinatown. They work with children up to age 14. He pointed out that a number of young Chinese have gone into military service and have not returned to San Francisco. Their perspective has changed and they go to other cities to get jobs.

During discussion it was pointed out that Chinese youth need more resources and should become interested in different things. Mr. Wong said that the offenses of Chinese youth are more serious than car theft -- they are usually involved in assault cases, fights and even murder. Movies showing violence and crime have been a bad influence on them. It was also disclosed that there has been crime in Chinatown for some time, but it was kept under control and the general public was not aware of it until recently. Chinese youth are more afraid of gangs than they are of the law. Many Chinese youth have gone through a job training program, but when they finish they cannot find jobs. It was suggested that a future Commission meeting might be held at the Chinatown Youth Services and Coordinating Center. A motion was made, seconded and carried that the Commissioners will visit the Chinatown facilities; also that the Commissioners might visit other projects in different communities. It was also suggested that a special meeting might be held in Chinatown, as well as in other communities. Mr. Chow was asked to work on this. This item is to be placed on the February meeting agenda.

Correspondence:

Mrs. Green read a communication dated December 27, 1973, addressed to Mr. Foote, from Mr. David B. Goodstein, President, Whitman-Radclyffe Foundation, San Francisco, relative to the article in the Chronicle about Juvenile Hall as it pertains to violent inmates and inmates suspected of homosexuality being housed together. She then read Mr. Foote's reply to Mr. Goodstein, dated January 7, 1974. (Copies of both letters on file). During discussion on this subject, Mrs. Jeanne Bailey advised there are 7 units in Juvenile Hall, which are divided

to provide for individual protection, control, schooling, etc. There is the Reception Unit for first-time offenders; the Honor Unit and the Special Problems Cottage referred to in the letter. The first-time offenders are not placed in the same cottage with the suspected homosexuals.

Mr. Botka referred to the public relations job being developed for Juvenile Court by KRON-TV. There will be a meeting next Monday night at 6:15 PM at KRON-TV to give them the answers they need in order to go ahead with this program. He asked the Commissioners for their ideas, or that several of them attend the meeting. Mr. Freeman and Mr. Kahn will attend the meeting.

Mr. Botka advised that Juvenile Court will probably have three additional District Attorneys by February, 1974.

Supervisor Al Nelder was unable to attend the Commission meeting, but hoped he would be able to attend the February meeting.

The matter of changing the time and/or day of the Commission meetings will be discussed at the February meeting.

Mr. Kahn's report: See amendment Feb 14, 1974 minutes p.1

Mr. Kahn said the three most important items mentioned in the report of his committee that need immediate attention are (1) inter-com system should be replaced or repaired; (2) the storage areas in the kitchen should be painted; and (3) permanent dividers should be installed between the toilets and showers in the girls' cottages. He suggested an item be placed on the agenda for the next meeting to discuss the procedures to be followed as a Commission.

Mr. Freeman suggested that matters of this kind, or budget items, should be put in the form of a press release and publicized. He thinks the Commission should say what has to be done. Mr. Botka advised the budget is now in the process of being prepared, and he will give the facts and number of dollars, etc. at the February meeting.

The meeting adjourned at 5:50 PM.

Respectfully submitted,

Ferne Adell Keys, Recorder

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JUVENILE JUSTICE COMMISSION MEETING
THURSDAY, REBRUARY 14, 1974

Minutes

The meeting was called to order at 4:00 PM by Mr. Charles R. Greenstone, Sr., Commission Chairman.

Roll Call:

Present: Charles R. Greenstone, Sr.
Msgr. Peter Armstrong
Mrs. William Green
Mrs. George Ballou
Mrs. Richard Caesar
Paul Chow
Mrs. Ruth Drossel
Scott Kahn
Thomas Lenehan
Louis Maldonado
Michael Salarno
Dr. Edward Smith

Volunteer Auxiliary: Mrs. Donohue

Staff: Joseph Botka, CPO
Jane Cassedy, Asst. CPO
Thomas Spillane, Business Manager
Mrs. Jeanne Bailey

Minutes:

Reference was made to the minutes of the meeting of December 13, 1973. A motion was made, seconded and carried to approve the minutes of this meeting as amended, as follows: Page 3, paragraph 5, to be revised to read:

> "Mrs. Drossel stated that guidelines for inspection should be developed so that uniform standards could be applied to all camps and centers as they are inspected, and that Commission recommendations to the center directors be made on the basis of those inspections. Otherwise the inspections have little meaning".
>
> Paragraph 7 is to be deleted.

A notice of the foregoing changes is to be sent to all Commissioners and to the regular governmental agencies that normally receive copies of the minutes.

Reference was made to the minutes of the meeting of January 10, 1974. A motion was made, seconded and carried to approve these minutes as amended, as follows: Page 3, "Mr. Kahn's report" to be revised as follows:

> "Mr. Kahn reported that after a meeting with Mr. Botka, Mr. Foote, Mrs. Drossel and Mr. Kirk, that the following progress has been made: The Youth Guidance Center is (1) considering applying for a federal grant for a new inter-com system; (2) that the storage areas in the kitchen have been partially painted, and (3) that, as in the past, permanent dividers between the toilets and showers in the girls' cottages will be put in the budget".

Also, on page 2 in the Volunteer Auxiliary Report, fourth line, the word "Auxiliary" is to be stricken and the words "The Lions Club of San Francisco" inserted. A motion was made, seconded and carried to approve the minutes of the meeting of January 10, 1974, as amended.

Mr. Greenstone referred to the City Ordinance #15-74, requiring the filing of agendas and minutes of all public meetings of official bodies with the City Librarian. It was agreed this will be complied with in the future.

Mr. Greenstone suggested that the inspection committee report, dated November 27, 1973, be referred to the next meeting for further discussion, in order to ascertain what has developed relative to the report.

Correspondence - Mrs. Green:

Mrs. Green referred to calendar of the meeting of State and National Affairs Committee, Board of Supervisors, Item 8, reading "Request that Committee conduct hearings on AB 782, lowering the legal drinking age from 21 to 18 years. File 12-74-2. (Gonzales)(Copy on file).

Also read was the notice of the meeting to be held in Fresno April 17-19, 1974, of a State-wide Conference on Volunteers in the California Criminal Justice System. (Copy on file).

Reference was also made to the meeting to be held at San Jose University on February 20, 1974.

Mr. Botka advised if any Commissioners want to attend this meeting, he will approve the funds from the travel and expense account.

Mrs. Green referred to the Conference being sponsored by the CPPCA to be held May 8-11, 1974.

Presentation by Mr. Charles Jackson, Director of Streetworkers, Morrisania West Postal Street Academy:

Mr. Jackson reported on his organization's activities, in the absence of Mr. Maurice James, Executive Director. At the present time they have 150 youths in the Academy. About 69% of them are on probation or parole. Their staff works closely with Mr. Botka and Juvenile Hall, and were very pleased with the relationship. Out of the 69% mentioned above, only 3 youths have returned to the Academy. The classes have been expanded and they now teach reading interpretation, math, algebra, chemistry, history, drama, etc. They hope to have night classes in the near future. Mr. Jackson referred to the problem they have with transportation for the youths so they can go out of town on field trips, and he hoped to work something out with the Greyhound Bus Lines to enable the youngsters to go on field trips or to the beach. This active project is funded by the LEAA. The youth they work with range in age from 16 to 24 years, and the staff of 10 people work exceedingly long hours because of their dedication. He referred to the mentality of the average student, and advised they are tutored until they pass age 18. They recently were awarded 10 jobs for their youths from the Federal Reserve Bank. Mr. Jackson said the Commission could help them by obtaining transportation or transportation funds for the youth in order that they can take trips to avoid boredom and becoming restless. Miss Brenda Guidry referred to the problem of some of the youth who need eye glasses. She advised some community organizations have donated glasses. It was further noted many of the girls are pregnant and others have babies to support, so the problem is a critical one. They presently need volunteer teachers, including the teaching of karate.

Time of Commission meetings:

Mr. Greenstone asked the Commissioners to determine the time they desire to meet in the future, and he advised that the time will comply with the majority's preference. The matter will definitely be resolved at the March meeting.

Meeting at Juvenile Hall with School Department relative to Basic Skills Project - Mr. Salarno:

Mr. Salarno referred to the procedures and practices used when a youngster is picked up by the police. Various proposals have been made as to disposition of the youngsters. As soon as a finalized program is worked out, he will report further to the Commission.

Police Youth Program:

Mr. Greenstone referred to the accomplishments of the Police Youth Program, and asked the Commission's endorsement of it. A motion was made, seconded and carried to endorse the program, and letters were authorized to be sent to Mr. Grubb and the Mayor.

The letter Mr. Botka wrote to Mr. Wurm, Acting General Manager of Personnel, Civil Service Commission, was read. Copies of the communication will be sent to each Commissioner. (Copy of letter on file).

Volunteer Auxiliary Report - Mrs. Donohue:

Mrs. Donohue advised they have a new montly program going into effect on February 22nd. They will have a Training Officer from the Bank of America visit Juvenile Hall once a month to give a job orientation program to the older boys and girls.

The toddlers and the dependent children have been taken on outings that have been very beneficial. Mrs. Donohue said their News Letter will be out next week and each Commissioner will receive an up-to-date report.

Mr. Greenstone read the letter from Mr. Eugene Block relative to the meeting held on February 11, 1974, as it pertains to the organization of an Office of Children and Youth Services. Mrs. Caesar reported it was tentatively agreed that a Youth Council will be formed. The ad hoc committee will meet with the Mayor's staff and then return to the whole group with suggestions. She reported that the Delinquency Prevention Commission passed a resolution, expressing the desire that they be given more responsibility and more funds, plus an expanded staff, and further advised they are not opposed to having equal representation of youth and older people on their Commission.

Mr. Paul Chow reported he attended a meeting with the District Attorney's staff and there were some very interesting highlights brought out by Mr. Clifford relative to the incarceration of youths and bringing them to trial. Their prime complaint was that the Police Department has not supplied sufficient evidence to them to proceed to go to court. This has created new problems that will have to be solved so the program can be properly administered. Under this new procedure it takes the matter of prosectuion out of the hands of the Probation Officer and puts the Prosecutor on the same level as the Public Defender. He also mentioned that he believed something will have to be worked out between the Probation staff and the District Attorney's office to properly prosecute cases in the future.

Mr. Botka's report:

He reported the San Francisco Ad Club 2 has named San Francisco Juvenile Court as its first public service client for 1974. Selection was made from a field of 70 applicants from all over Northern California.

Mrs. Drossel's Progress Report on Teledyne Vocational Counseling Program - Meeting of February 14, 1974:

On January 28th Mrs. Drossel and Mr. Botka met with the Log Cabin staff and the Teledyne staff to discuss basic components of their proposed program. Mr. Leo Plotkin, Director, explained the program is designed to give the youth some job training and some understanding of the work world so that, should he be ready for work that he will have some basic skills to offer an employer.

The following week Mr. Botka, Mr. Plotkin and Mrs. Drossel met with Mr. Jack Crowley, Executive Director of the San Francisco Labor Council, to discuss the program with him and get feedback concerning union interest and participation. Mr. Crowley referred them to the various locals involved. The Coordinator, Mr. Gary Phillips, and Mrs. Drossel visited Locals 3 and 28 (Upholstery), #1100 (Retail Stock Clerks) and #860 (Warehousing). They met with the leaders involved, who were encouraged by their interest and willingness to cooperate. Mr. David Selvin, Editor of the SF Labor Council newspaper, will teach the Labor History and Orientation Section of the jobology portion of the program.

On Wednesday of this week Mrs. Drossel visited the Youth Camp in Los Angeles County (Camp Fenner), which has been administered jointly by Teledyne and Los Angeles County. The camp is clean and appears to be well administered. The youth were either in class, on yard clean-up duty or in a vocational class. The vocational classes were impressive in that the students were learning basic skills of a trade. The academic program (except for math) appeared to be weaker. Mrs. Drossel also met briefly with members of the sister Commission in Los Angeles, by the name of Vocational Training and Inspection Commission, which has jurisdiction over adult as well as juvenile centers. Their chairman is Cybil Brand and their meetings are held twice a week. They are very active and involved in bringing about changes in the system there.

Overall, what Teledyne proposes to do looks good, and based on what they have done in Los Angeles Mrs. Drossel thinks they can be successful here in setting up a workable vocational program for Log Cabin. The Commission should make certain that they follow through in their original proposal to provide the necessary machines and equipment so that the youth can get the best training possible. (Attached is "Log Cabin Ranch Program", outlining the vocational areas in which training is available).

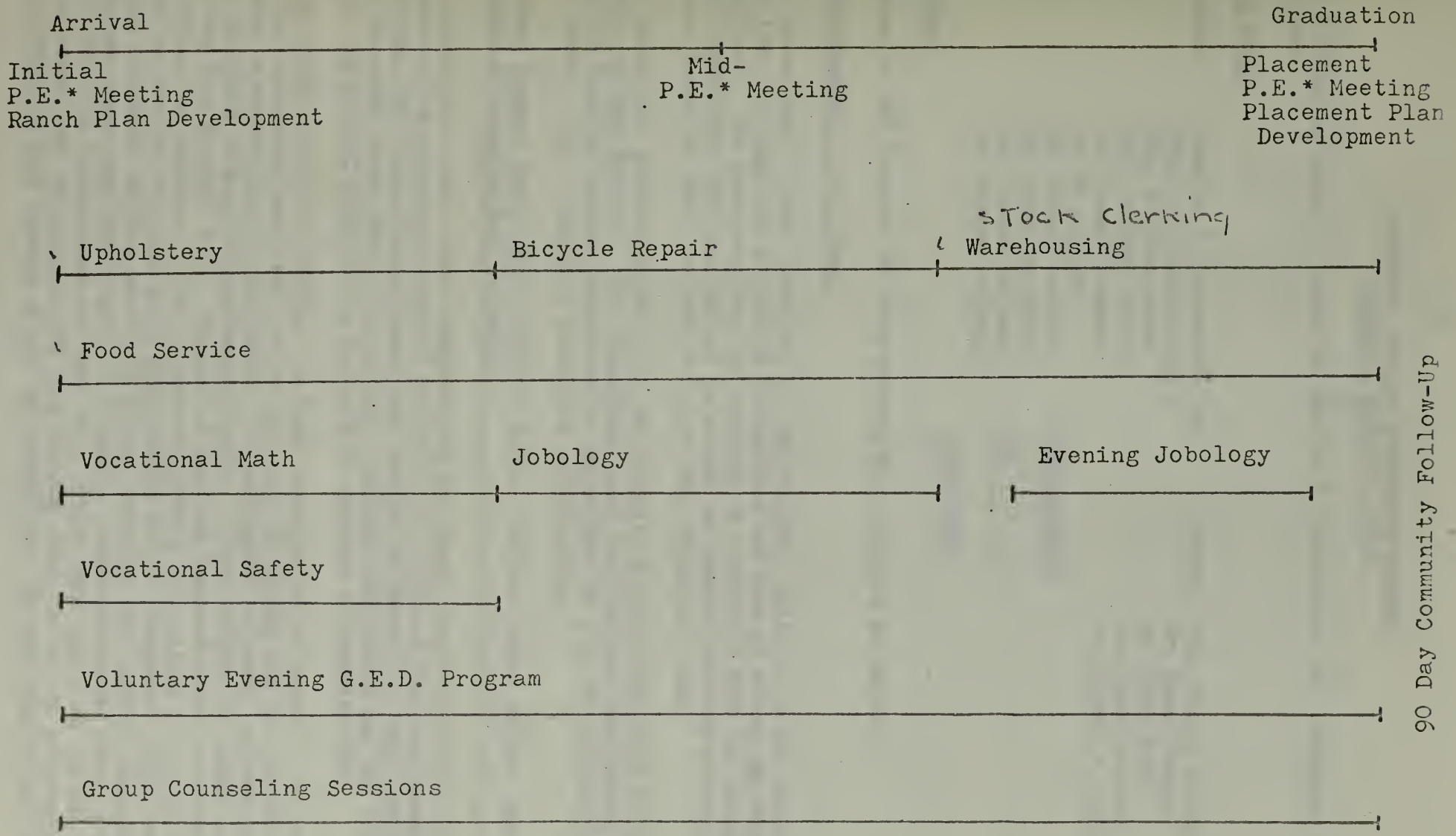
Mr. Chow advised he had contacted Mr. Mason Wong at the Chinatown Youth Service Center, and that a meeting has been set for sometime in March. (Date to be announced). He stated that he hoped all the Commissioners will attend this meeting as Mr. Wong has set up the meeting so the youth in Chinatown can speak up and discuss their problems with the Commissioners.

The meeting adjourned at 6:15 PM.

Respectfully submitted,

Verne Adell Keys, Recorder

LOG CABIN RANCH PROGRAM



* Performance Evaluation Meeting

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JUVRNILE JUSTICE COMMISSION MEETING
THURSDAY, MARCH 14, 1974

The meeting was called to order by Charles R. Greenstone, Sr., Chairman, at 4:15 PM.

Minutes

Roll Call:

Present:	Absent:
Charles R. Greenstone, Sr.	Mrs. George Ballou
Msgr. Peter Armstrong	Mr. Frank Carter
Mrs. William Green	Mr. Paul Chow
Mrs. Richard Caesar	Mrs. Ruth Drossel
Mr. Howard Freeman	Dr. Edward A. Smith, Jr.
Mr. Scott Kahn	
Mr. Thomas Lenehan	
Mr. Louis Maldonado	
Rev. Donald Mayberry	
Mr. Michael Salarno	

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Minutes:

Minutes of the February 14, 1974 meeting were approved as mailed.

Correspondence - Mrs. Green:

Mrs. Green read a letter from some of the dependent children to the Volunteer Auxiliary thanking them for making it possible for them to attend the Midget Auto Races. The Commissioners also received an invitation from the Juvenile Court Information Services project to attend the General Advisory meeting on Friday, March 29, 1974, at 4:00 PM in the Main Conference Room.

Mrs. Green sent flowers on behalf of the Juvenile Justice Commission to the funeral of Rose McCrorey. Mr. Greenstone asked that the fund for sending gifts from the Juvenile Justice Commission be replenished by a $5.00 contribution from each member. Mrs. Green will accept the contributions.

Combined Summary Report from Joseph J. Botka, CPO, and Jeanne Bailey, Assistant Director of Juvenile Hall re strike:

Two reports were made to the Commission on the events that have taken place because of the emergency situation caused by the strike of City and County employees. Mr. Botka thanked Scott Kahn and Lou Maldonado for their involvement with the staff during the strike period. Juvenile Hall census was 207 Wednesday night. By Sunday, March 10, we had only 19 children in Juvenile Hall.

As the strike started to develop, we began losing staff on March 7. On March 8, Friday, we received word that the boilers would be turned off at 1:00 P.M., leaving us without heat or hot water. We were unable to obtain an exemption from the Union to keep the boilers operating. It was decided to remove all children from Juvenile Hall. Convent of the Good Shepherd agreed to accept our babies and toddlers. Older dependent children were placed in interim foster homes, as were the children being held pending D.S.S. placement. Girls and overage dependent children were held in the Reception Unit pending disposition. Delinquent wards were transferred to detention facilities in San Mateo, Santa Clara and Marin Counties and the City Jail; others were sent home for the duration of the strike and still others who were already committed to the California Youth Authority were removed to the CYA facilities. We sent some of our own

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[illegible]

staff to San Mateo County to open up a hall for 16 girls. There were 13 children sent to the jail on Friday, March 8. These children were over 16 years of age and they were not all serious felony cases, but the jail is a facility approved by the Youth Authority and this was an emergency situation. By Monday, March 11, all of the children detained in the jail had been seen by the Judge or Referees for disposition to remove them from the jail as quickly as possible, and by the end of the day the jail count was down to 3. Scott Kahn made a visit to the jail on March 14, 1974 to see how two remaining children were being treated and reported that they were adequately separated from the other prisoners. Children were brought back to Juvenile Hall the night before their Court hearings even though we lacked heat and hot water. Parents of children were notified about the children being transferred and instructions were given on how to contact them and make visits. There was a problem in contacting the families on such short notice but we tried to phone and send telegrams to those unreachable by phone. We were not able to reach all parents.

At the ranches, operations were normal on Thursday, However, Thursday night the Ranch Counselors decided to picket the ranches and we had to evacuate both ranches. Ranch children were sent home or to other detention facilities depending on their status.

Special strategy meetings were set up daily for staff to exchange information and make plans for the day and coming night. The important thing was to know where the children were and establish a means of keeping the court going so that children would appear in court as required by law. The unions did make provisions for us to obtain gas from the city pump to operate court cars to move children back and forth to court.

We had plenty of food but milk had to be picked up since milk truck drivers honored picket lines. The kitchen staff was outstanding in providing food service not only for the children in detention but also for the staff. Water for washing dishes was boiled to heat it properly.

Approximately 65% of the probation staff worked, approximately 65% of the detention staff did not. Counselors were hired on an as-needed basis. Boys cottages required 4-5 staff members. A minimum of three women on each shift were sent to staff the San Mateo Girls' Unit.

Volunteers helped throughout the building where needed. Girls from our Girls' Center assisted in answering the phones and running messages for the Probation Department, since the switchboard was closed and staff answered calls and relayed messages as needed.

The problem of the Court is unique in that even when our own strike is over, if the teachers are still out on strike, there will still be a picket line. Therefore, children will not be moved back until the strikes are settled, at least not until early next week.

For security purposes, Mr. Botka hired a Burns Guard to police the vacant buildings from 11:00 P.M. to 7:00 A.M. in the morning. The Commission recommended that a resolution be prepared to document their prior approval of the security precautions taken by Mr. Botka.

Mr. Howard Freeman stated a resolution that: "It is the sense of the Juvenile Justice Commission that the Chief Probation Officer and staff of the Youth Guidance Center be warmly commended for their public spirit and dedication to the interests of the children entrusted to their care during the strike of City employees of the City and County of San Francisco. Their prompt action in response to the need for emergency action in finding alternative housing for the delinquent and dependent children of Youth Guidance Center and the two Ranch schools and their general comportment and unselfish devotion to duty during the emergency deserves the highest praise". Motion second, passed unanimously by all Commissioners attending the meeting.

Mr. John Molina - Youth at the Crossroads:

Msgr. Armstrong introduced both John Molina and Chuck Ayala from the CYO. Youth at the Crossroads is a project of the Catholic Youth Organizations, funded by the Office of Criminal Justice Palnning through the Mayor's Criminal Justice Council with a $25,000.00 grant; and, just recently, an additional $19,000.00 in surplus funding which will allow the project to operate for the rest of the year.

Youth at the Crossroads is loeated at 1292 Potrero in the Centro Latino Building. This is a city-wide program with primary emphasis on Spanish-speaking people. Staff is bilingual and consists of a Director, three Counselors, a Secretary and an NYC girl. The Advisory Board is chaired by Mr. Joseph Botka. Mr. Molina presented the Commissioners with a Quarterly Report of the project and a brochure on the activities of the CYO. Referrals to the project come from the Unified School District, Juvenile Bureau and Juvenile Court, Parochial Schools, and Mission Coalition. Much of the time given to the project is on a volunteer basis. The new referrals are counseled by the Director and appropriate plans made. If the child is a drop-put, he is encouraged to return to school and assistance given in finding a job. Youth at the Crossroads does not have the facilities for job training, but they do offer job placement and counseling to their clients. Their primary goal is to reach a youth before he becomes involved in the established juvenile justice system. For the child on probation, involvement in Youth at the Crossroads may be his first contact with a wholesome type of recreational activity. Centro Latino itself is a multiservice youth center with a family concept. Services range from recreational, immigration . information, arts and crafts, karate, sports, breadfast program and job counseling. A first aid station is also available staffed by a medical student from U.C. and Dr. Del Pascoe. There is a cooperative nursery service.

Ad Club II Project - Mr. Scott Kahn:

This project is now in the second phase during which the data presented to them is digested and a presentation developed. We do know that they have developed a slogan and are considering various methods of media exposure.

Questionnaire Committee Results - Msgr. Armstrong:

Msgr. Armstrong, Mrs. Green, Mrs. Caesar, Mr. Kahn, Mr. Freeman, Mr. Greenstone, Mr. Botka and Judge Mayer met and discussed the CYA questionnaire. Msgr. Armstrong will prepare the answers and forward them to Mr. LaCornu. Question 6 dealt with the objectives of the Juvenile Justice Commission for the coming year and will include the following answers:

A. Fuller and deeper commitment on the part of each Commissioner in the program and administration of the Juvenile Court.

B. Education of Commissioners through conferences, seminars and involvement in the Youth Guidance Center day-to-day operation.

C. Helping to improve services of Juvenile Court, becoming more involved with the staff at YGC, becoming involved in budget hearings.

D. Continue investigations and inspections of Court and community facilities with clearly defined guidelines for inspection and follow-up.

E. Commissioners should learn more about legislation concerning juveniles.

F. The Commission should sponsor the formation and operation of a Youth Service Bureau.

G. More in-service training for Juvenile Justice Commissioners and Juvenile Court staff.

H. Mr. Greeman brought up the point that the Commissioners could come to the defense of the Youth Guidance Center in support of the staff when they are under attack in the media, etc.

I. Provide moral support to staff.

Meeting with Chinatown Youth Center:

This meeting has been delayed and a new date will be set. The Commissioners requested that the meeting be set up between the Commission and the Staff of the Chinatown Youth Center so they could discuss how the Commission can help them.

Report by Scott Kahn on visit to Las Vegas Juvenile Court:

Scott Kahn visited the Clark County Juvenile Court in Las Vegas on February 26. He was most impressed with their new facilities, especially the dependent area which is called "Child Haven", which consists of individual cottages which are self-contained. Counselors act as house parents and senior citizens work with the children as substitute grandparents. Surroundings were bright and cheerfully decorated. Mr. Kahn felt that the staff of Clark County Juvenile Court were most hospitable to him and hoped they may someday return the visit.

Time of next meeting:

As a result of the questionnaire, the meeting will be held on Thursday, April 11, 1974 at 12:30 PM in the Main Conference Room.

The meeting was adjourned in memory of Mrs. Rose Boyle McGrorey at 6:18 P.M. by Chairman Charles R. Greenstone, Sr.

Respectfully submitted

Joan D. Dickey
Secretary to the Chief Probation Officer

San Francisco

JUVENILE JUSTICE COMMISSION MEETING
THURSDAY, APRIL 11, 1974

Minutes

The meeting was called to order by Charles R. Greenstone, Sr., Chairman, at 12:35 PM.

Roll Call:

Present:	Charles R. Greenstone, Sr.	Excused:	Mrs. Richard Caesar
	Msgr. Armstrong		Rev. Donald Mayberry
	Mrs. William Green		
	Mrs. George Ballou		
	Frank Carter		
	Paul Chow		
	Mrs. Ruth Drossel		
	Howard Freeman		
	Scott Kahn		
	Thomas Lenehan		
	Louis Maldonado		
	Michael Salarno		
	Dr. Edward Smith		

Minutes:

Motion was made, seconded and unanimously approved of the minutes of the March 14, 1974 meeting.

Correspondence - Mrs. Green:

Mrs. Green read a card of thanks for the floral wreath sent in memory of Mrs. Rose McGrorey, as well as the sympathy card sent to the Tevis Jacobs' family. A letter was read from Mrs. Ruth Drossel objecting to the crossing of the picket line of the Commissioners to attend the March 14th meeting during the strike. There was also a communication read from Mrs. Drossel, relative to obtaining assistance from the Miranda-Lux Foundation for the vocational program at Log Cabin Ranch. Mrs. Drossel contacted Mr. Larry Kramer, hoping they might want to sponsor the program at Log Cabin since funds were set up for the project. Mr. Botka will meet with Mr. Kramer relative to this project. Mrs. Green also read the Annual Sanitation Inspection report of the Youth Guidance Center from the Department of Public Health. (Copy on file). It was suggested Mr. Chow meet with Mr. Botka relative to this report and advise the Commissioners at the next meeting. There are budgetary problems involved in this situation, and it was suggested that Mr. Howard Freeman write to the CYA in an effort to alert them as to our problems in correcting their complaint.

During discussion it was pointed out the Commission should know what is being done at the two ranches as it pertains to cleanliness, etc. It was suggested the heads of the two ranches and the new Chief Engineer at Juvenile Hall be invited to the next meeting to discuss conditions at the three sites. It was further suggested that Mr. Botka and several Commissioners should see Mr. Grubb relative to this problem; namely, funds to maintain the proper conditions. Mr. Greenstone suggested Mr. Chow, Mr. Kahn and Mrs. Drossel meet with Mr. Stewart, the new Chief Engineer, next Monday morning and review the overall problems. He then asked Mr. Chow to make a complete report at the next Commission meeting.

Correspondence: (Continued)

Mrs. Green read the "thank you" letters Mr. Botka had written to Mr. Christie of the California Motor Express Company for the hand truck they donated, as well as to Commissioner Scott Kahn for this effort, in receiving the truck from the aforementioned firm. The letters of appreciation were read that Mr. Greenstone had written for assistance provided during the strike to Mr. Beckley at Redwood City, Mr. Brewer at San Rafael and Mr. Bothman at San Jose. A communication was read from Judith Hartman relative to the Spirit of '76 park, and it was suggested that she contact the Park and Recreation Commission. A letter was read from Mr. George Saleebey of CYA, advising the inspection of the San Francisco County Juvenile Hall had been completed, in compliance with Section 509 of the Welfare and Institutions Code. The communication from four black Probation Officers was read, outlining their thoughts and ideas. It was agreed this subject was a Civil Service matter, and a communication was to be written to them, advising that the matter would be resolved by the Civil Service Commission.

Old Business:

Scope of Chinatown visit:

Mr. Chow advised that the Commission may visit the Chinatown project any time they desire to do so, as a community-type meeting had been set up but cancelled.

Discussion of conflict in meeting dates of Juvenile Justice Commission and the Volunteer Auxiliary:

During discussion regret was expressed that the two meetings are in conflict, but it could not be avoided.

Report of Nominating Committee: - Made by Mr. Howard Freeman, Chairman; Msgr. Armstrong and Mr. Michael Salarno

The following slate of officers for the year beginning May 1, 1974 was recommended:

Chairman:	Msgr. Peter Armstrong
Vice Chairman:	Mrs. Lois Caesar
Secretary:	Louis Maldonado
Treasurer:	Rev. Donald Mayberry

A motion was made, seconded and carried that the Secretary will cast a unanimous ballot in favor of those nominated.

Report from Scott Kahn on Ad Club's promotion of Youth Guidance Center:

Mr. Scott Kahn reported in very complete and illuminating detail the Ad Club's plan to publicize Juvenile Hall, and the Chairman expressed his appreciation for Mr. Kahn's and his committee's efforts. It was agreed the program suggested by the Ad Club was a good one, and it will proceed as scheduled. A letter of appreciation will be written to the Ad Club.

Mr. Greenstone read the resolution from the Commission regarding approval of employment of emergency procedures and security measures to protect the Youth Guidance Center during the recent City and County employees strike. (Copy on file).

In reference to the budget, it was stressed that one of the most important items listed was a new telephone system at Juvenile Hall, which is so badly needed.

Mr. Greenstone expressed his sincere thanks and appreciation for the help and cooperation he has received from the Commissioners, staff and the Judge of the Juvenile Court during his term of office.

The meeting adjourned at 2:50 PM.

Respectfully submitted,

Ferne Adell Keys, Recorder

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SF

JUVENILE JUSTICE COMMISSION MEETING
THURSDAY, MAY 9, 1974

Minutes

The meeting was called to order by Msgr. Armstrong, Chairman, at 1:10 PM.

Roll Call:

Present: Msgr. Armstrong, Chairman
Mrs. Richard Caesar
Louis Maldonado
Mrs. George Ballou
Frank Carter
Paul Chow
Mrs. Ruth Drossel
Howard Freeman
Mrs. William Green
Charles R. Greenstone, Sr.
Scott Kahn
Thomas Lenehan
Michael Salarno
Dr. Edward Smith

Excused: Rev. Donald Mayberry

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Staff and visitors: Jane Cassedy, Acting CPO
Robert Foote, Director, Juvenile Hall
Charles Stewart, Chief Engineer, Juvenile Hall
Carroll Pebbles, Director, Hidden Valley Ranch
Nicholas Haloski, Acting Director, Log Cabin Ranch
James Licavali, Senior Counselor, Hidden Valley Ranch
Grover Magnin, Probation Officer, County Placement
Mrs. Betty Crawford, District 5, Mental Health Center

Minutes:

Motion was made, seconded and carried approving the minutes of the April 11, 1974 meeting.

Msgr. Armstrong, newly appointed Chairman, expressed thanks and appreciation to Mr. Charles Greenstone for his outstanding work as Chairman. A placque will be presented to Mr. Greenstone at the next meeting in recognition of his work as Chairman.

Mr. Greenstone expressed his thanks and appreciation for the excellent cooperation shown by the Commissioners during his term of office, and expressed his support of Msgr. Armstrong as Chairman.

Reorganization of standing committees:

Msgr. Armstrong reviewed the committees and asked the Commissioners to give some thought to these committees. The appointments will be finalized at the next meeting.

Correspondence - Mr. Maldonado:

Mr. Maldonado reported on a pamphlet received from the Association of Bay Area Governments, outlining their activities.

He then referred to a calendar received from the Board of Supervisors referring to the filing of copies of agenda and minutes with the City Librarian, and the subject of parity of Counselor II's with Probation Officers.

Mr. Greenstone reported that a Seminar will be held at the University of Nevada in Reno, in case any of the Commissioners want to attend.

Presentation by representatives of the Youth Law Center - Mr. Peter Bull and Mr. Ed Polk re school breakfast program:

These people did not appear at the meeting because their material is not yet prepared. They will be present at the next meeting.

Report by Mrs. Drossel on Teledyne Corp. program and Log Cabin Ranch:

Mrs. Drossel reported the program is progressing. The sign painting class, the maintenance class and the basic food programs are progressing very well. The bicycle repair class is being held in abeyance. The jobology classes have now started. She had a discussion with Mr. DeLara and will give a full report at the next meeting. She will also discuss the funding program of the Teledyne Corp. She outlined the items needed under the Department of Health Inspection of Juvenile Hall that was made in September, 1973.

Msgr. Armstrong read the letter he received from Mr. Botka relative to an Advisory Committee to the Teledyne Project at Log Cabin Ranch. (Copy of letter on file). There will be a meeting held on May 24, 1974 relative to the program. Mrs. Drossel will attend. Mr. Scott Kahn is the alternate.

Discussion relative to conditions at Juvenile Hall and the two ranches:

Mr. Carroll Pebbles, Director, Hidden Valley Ranch, outlined the problems at the ranch in a detailed report. (Copy of report on file). They now have 100 boys at the ranch, ranging in age from 11 to 17 years. He referred to page 11 of the report --Budget Request, 1974-75. There will be a supplemental budget hearing next Wednesday. He related the problems of the boys breaking windows, etc. This is due to insufficient staff to give them the proper supervision. Due to lack of staff and other help at the ranch, it is impossible to maintain the buildings and supervise the boys properly. During discussion it was learned that Juvenile Hall and the two ranches have budgetary problems.

Mr. Charles Stewart, Chief Engineer, Juvenile Hall, outlined items that need to be done. Some of the items have been completed, but others have not, due to lack of money. It was emphasized that the Commissioners want to do everything possible to help these people. That was the purpose of inviting them to the meeting. Mr. Foote referred to the budget problems. Every item on the budget will need a request for supplemental funds. The budget should have been increased at least 30%. Mr. Nicholas Haloski suggested the Commission might work with the Welfare Department and hire some of the men who are being rehabilitated at the Single Men's Rehabilitation Center at Hassler Hospital, Redwood City, to work at the ranch. Mr. Greensone suggested that Mrs. Douglas of the Social Services Commission be contacted to obtain funds for hiring these men.

Reference was made to the fire hazard at the ranches. A motion was made, seconded and carried that the Commission will request the San Mateo County Fire Department to make a complete inspection of the two ranches as soon as possible, for the information of those who are operating the ranches as well as the Commission.

Mr. Pebbles discussed the problem of the Chinese youth at the ranch. A motion was made, seconded and carried that the Commission will request the Chairman to make immediate contact with the Chief Probation Officer, or the Acting Chief Probation Officer, and request they speak to the San Francisco Chief of Police, requesting all necessary protection of life and property at the ranches in the light of the situation involving the youth of Chinatown and the Youth Guidance Center.

During discussion, it was agreed the Commission's concern should be expressed to Mr. Botka, advising him the Commission is willing to support him in any way possible.

Report by Ms. Jane Cassedy, Acting CPO:

Ms. Cassedy stated that the budget of the Probation Department had to be cut $150,000.00 below the current budget, which will cause problems. This will necessitate many supplemental budgets to be submitted. The Mayor's office submitted a supplement budget to the Finance Committee of the Board of Supervisors, to enable Juvenile Court to retain the temporary employees that were being paid under the Federal Emergency Employment Act. This includes the four Probation Officers at Juvenile Court, who have been protesting they may lose their jobs. The Mayor's office has produded $300,000.00 for the Emergency Employment Act employees. This means the four Probation Officers referred to above will be maintained and these jobs will not have to be sacrificed.

Report on Personnel and Legislation Committee meeting of Board of Supervisors re salary parity:

Ms. Cassedy advised this applies to the salary of Counsellor II at Juvenile Hall. There was an effort made by Juvenile Hall representatives to get salary parity with Probation Officers. They appeared before the Personnel and Legislation Committee, but the matter was tabled and held over for another month.

Report on Committee on Visitation of Private Care Facilities:

A report from Rev. Mayberry on the visit to Walden House on February 20, 1974, was distributed. (Copy of report on file).

Time and date of next meeting:

Msgr. Armstrong stated it had been agreed to hold the Commission meetings at 12:30 PM on the second Thursday of the month. However, there is a conflict on the second Thursday with the meeting of the Volunteer Auxiliary. He suggested the next meeting be held on the second Thursday in June == June 13th == following the summer hiatus the Commission will meet the first Thursday of September == September 5th. He suggested the committees remain active throughout the summer vacation and be available should an emergency session arise.

New Business:

Mr. Maldonado referred to the problem of a youth on probation not being able to be signed up to join the service. The boy wants to join the service but the Probation Officer will not release him. This matter was referred to Ms. Cassedy, Acting CPO, who stated there must be some misunderstanding because this process can easily be accomplished. She asked Mr. Maldonado to contact her to take care of the situation.

The meeting adjourned at 2:55 PM, to be followed by executive session.

Respectfully submitted,

Ferne Adell Keys, Recorder

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JUVENILE JUSTICE COMMISSION MEETING
THURSDAY, JUNE 13, 1974

Minutes

The meeting was called to order by Msgr. Peter Armstrong, Chairman, at 12:41 P.M.

Roll Call:

Present: Msgr. Peter Armstrong, Chairman
Mrs. Richard Caesar, Vice-Chairman
Mr. Louis Maldonado, Secretary
Rev. Donald Mayberry, Treasurer
Mr. Paul Chow
Mr. Charles R. Greenstone, Sr.
Mr. Scott Kahn
Mr. Thomas Lenehan
Dr. Edward A. Smith, Jr.

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Absent: Mrs. George T. Ballou, Mr. Frank Carter, Mrs. Ruth Drossel, Mr. Howard Freeman, Mr. Michael S. Salarno

Staff and Visitors: Judge Francis W. Mayer, Joseph J. Botka, Jane Cassedy, Jeanne Bailey, Rev. Rick Byrnes, Mrs. Betty Crawford, Ms. Sherry Reson

Minutes

The minutes of the meeting of May 9, 1974 were approved as mailed. Msgr. Armstrong requested that committees make their reports in writing and submit them to the Secretary, rather than give only verbal reports at the meetings.

Presentation by Peter Bull re: School Breakfast Program

Neither Mr. Bull nor Mr. Polk appeared to make the presentation regarding the proposed school breakfast program.

Presentation by Sherry Reson re: Computerized Directory of Social Services in San Francisco

"Resource One" provides a computerized directory of Social Services located in San Francisco to 118 different agencies. They have listings for 268 agencies at present and plan to expand at a rate of 10-15 new listings per month until able to cover available services in the City, a total of approximately 500 agencies. Grant funds and donations were utilized to fund this project which is now beginning to become self-sustaining by the charge of a $10 fee per month per directory. The Juvenile Justice Commissioners felt that this directory would be a positive help to the Court for referral purposes. It was suggested that monies be sought to provide copies for Detention Services and the Intake Divisions. The Coordination Project already has the use of this directory service. The Commission was requested to submit a letter of support to "Resource One." expressing their approval of this type of directory and the value of it to an agency such as the Juvenile Court.

Ad Club II Presentation - Commissioner Scott Kahn

Commissioner Kahn presented the materials developed by the Ad Club II, a poster that will be appearing on Muni buses and an advertisement which will appear in various nationally distributed magazines. These ads will appear some time in the end of July through the end of the year. Commissioner Kahn also presented a tape recording of a radio commercial. There will also be a brochure telling

about the workings of the Court and the Juvenile Justice Commission. The brochure has not been presented to the Court as yet. There is also a 30 second TV film which will be sent to TV stations which will have the option to show it as a public service message. The Commission through Scott Kahn will notify Ad Club II that if they wish a letter from the Commission to accompany the film, it will be happy to lend its support.

Report from Commissioner Greenstone re: Grand Jury Inspection

A Committee of the Grand Jury made an unexpected inspection of the Juvenile Court a few weeks ago; their report was very favorable. The visit was prompted by the press coverage of the problems in the Los Angeles Juvenile Hall. Their official report on the Juvenile Court of last year's inspection has not been made public as yet.

Juvenile Justice Commission Committee Assignments

Lists of Committee assignments were distributed. Msgr. Armstrong welcomed volunteers to supplement the list of persons already assigned to committees. Rev. Mayberry commented that after all of the private care facilities have been inspected, each annual inspection report will be an updating of the original inspection. The Commissioners asked that a member of the Board of Directors and the Director of the Huckelberry House be invited to the September meeting. Judge Mayer was asked by Rev. Mayberry to designate agencies that he would like to have inspected by the Private Care Facilities Committee. Judge Mayer suggested that P.O.'s make more unannounced calls at private care facilities. The purpose of any inspection is to insure the quality of service to our children.

Report from Mr. Joseph J. Botka, Chief Probation Officer

Re: Rev. Rick Byrnes: Mr. Botka introduced Rev. Rick Byrnes and expressed the appreciation of the entire Court and the Juvenile Justice Commission for the work that he has done at the Youth Guidance Center. Rev. Byrnes will be leaving for Hollywood in the early Fall. He has served the children brought to the Juvenile Court and their parents as a minister. Judge Mayer also expressed his personal appreciation to Rev. Byrnes for his services. When children are confined, they are very distressed and need the special counseling that only a minister can provide.

Re: Log Cabin Ranch Protest Problems: Mr. Botka and Judge Mayer reported on the recent protest of the boys from Log Cabin Ranch School (See attached list of complaints). There has been an increase in the population of the Ranch, plus the type of youngster being sent to the Ranch has changed. On top of this, about a month ago, Mr. John Walsh retired on three day's notice. Mr. Haloski was appointed as Acting Director of Log Cabin Ranch. On the night of May 29, Mr. Botka received a phone call that the boys were staging a protest and the police had been called, since the boys would not obey the commands of the counselors on duty. Twenty-one boys were brought down to the City and placed in Juvenile Hall. Subsequently, Mr. Botka met with the boys on three occasions and asked them to put their complaints in writing, which they did. These were not considered children's complaints, and it was felt that they had some assistance in drawing them up. Since the protest, it has been brought out in the Examiner newspaper that there was a counselor who was behind the protest. This counselor has been cautioned that he should not use the children to his own ends. The destructive aspect of this is that he used the children instead of going through proper channels. It appears that he encouraged

the children to stage this protest. Twenty children brought in to Detention were sent back to the Ranch, ten on Friday night and ten on Monday. The following Tuesday, June 4, Mr. Botka went down to Log Cabin and met with staff over these problems. Subsequently, Mr. Botka has taken the position that most complaints of the children were valid. We have been working to get better medical care for years but the Board of Supervisors has always taken it out of the budget before approval. Through the effots of the Medical Advisory Committee, the Public Health Department will be asked to request funding for the services of a visiting nurse from San Mateo County. It is anticipated that this nurse will provide one hour per day at each Ranch, plus 3 hours on Wednesday while Dr. Flippen is in attendance, plus 1½ hours per week of health consultation and education for Ranch staff. Dr. Smith commented that he had assessed the needs of the camps prior to this protest, and that he felt the proposal of having visiting nurse coverage was a very realistic approach to the solution of this health care problem.

It was learned at the Staff meeting with Ranch and School personnel that the boys already receive 5 extra credits for summer school than the children who attend summer school in San Francisco.

It is true that the Teledyne program has been slow in starting because of bureaucratic red tape; however, there have already been job placements for boys who have taken part in the program and are leaving the Ranch. The first boy to enter the hotel-restaurant trades is graduating this week from the Ranch so there have been some results even though the program is not fully implemented.

Laundry Facilities: Mr. Baron Jones from the Youth Guidance Center Laundry went down to the Ranch and this problem is being resolved. The machinery was more than adequate; it was not being operated properly.

Mr. Botka has indicated to Ranch staff that he wants them to work on pulling together a program. We are going to release $1,000 in training funds from the Teledyne grant for a behavior modification program for Log Cagin Ranch personnel. The most difficult problems are with the Staff itself. There has been considerable coverage of the problems at the Ranch in the media and we have had much community attention. The Delinquency Prevention Commission and the Juvenile Justice Commission will delegate persons to visit the Ranch and talk with personnel and report back to their respective Commissions. Mrs. Caesar will contact Mrs. Drossel about setting a date for this visit.

Breakfast Club Picnic, Saturday, June 15, 1974

The Breakfast Club is having their annual picnic at the Ranch on Saturday. Commissioners Kahn, Caesar and Maldonado will represent the Juvenile Justice Commission.

Visit by Dianne Feinstein to Log Cabin

Supervisor Feinstein visited Log Cabin Ranch Wednesday, June 12, 1974. She will be returning in two weeks. Mrs. Caesar objected to television coverage of visits to the Ranches, especially when there are problems because it tends to encourage more of the same type of misbehavior. Mr. Botka felt that even though we find it distressing to have newspeople visiting the Ranches, it would probably be a violation of the First Amendment to prohibit the media. However, when rules and regulations for the Ranch are established, visiting rules will also be delineated.

Ranch Staff have recognized the need for a change in program and will attempt to resolve their problems. The Judge and Mr. Botka have taken the position that the current community concept is that of keeping as many children out of the Youth Authority as possible, and whenever possible, we will use local facilities, whether they be Ranch, group homes, or probation, and only when absolutely necessary will a child be sent to the Youth Authority by the Judge. Children sent to the Ranch go there with full legal protection. Unless the children start to do something that is a serious violation of the law, we cannot send them to the Youth Authority.

The Commissioner's asked if staff changes will be made. There is nothing to keep the Court from shifting personnel from one location to another providing a similar spot exists in the system.

Next Commission Meeting

If the Commission meets in the summer, it will be at a special meeting called at the request of the Chairman. The next regular meeting will be held on Thursday, September 5, 1974 at 12:30 P.M.

The meeting was adjourned at 3:30 P.M.

Respectfully submitted,

Joan D. Dickey
Secretary to the CPO

CORRECTED COPY

JUVENILE JUSTICE COMMISSION MEETING

MINUTES

September 5, 1974

Present:	Msgr. Peter Armstrong, Chairman	Absent:	Mr. Frank Carter Curreri
	Mrs. Richard Caesar		Mr. Charles R. Greenstone, Sr.
	Mr. Louis Maldonado		Mr. Michael S. Salarno
	Rev. Donald Mayberry		
	Mrs. George T. Ballou	Guests:	Mrs. Dorothy Walker
	Mr. Paul Chow		
	Mrs. Ruth Drossel	Staff:	Mr. Joseph J. Botka, CPO
	Mr. Howard Freeman		Ms. Jane Cassedy, ACPO
	Mrs. William H. Green		Mr. Tom Spillane
	Mr. Scott L. Kahn		Mr. Robert Foote
	Mr. Thomas Lenehan		
	Dr. Edward A. Smith, Jr.		

The meeting was called to order at 12:40 P.M. by Msgr. Peter Armstrong.

Minutes

The minutes of the meeting of June 13, 1974 were approved as mailed.

Secretarial Services

The problem of secretarial services to the Juvenile Justice Commission was discussed. Mr. Botka assured the Commission that services will be provided to the Commission either by his secretary or the Delinquency Prevention Commission Secretary. This problem will be worked out when the Delinquency Prevention Commission moves its offices to the Mayor's Criminal Justice Council offices at 1182 Market St.

Correspondence

Delinquency Prevention Bulletins from the California Youth Authority were sent to the Commission. Copies will be available for the Commissioners wishing to receive them.

A thank you card was received from the family of Lou Maldonado for the remembrances sent to the funeral of Commissioner Maldonado's daughter.

A copy of a letter from George Smith of CYA to Donald Scott of the Police Department regarding the inspection of the prison cited the lack of provision for daily exercise. Mr. Foote responded that provision has been made for daily exercise by prison staff, and that boys will do calesthenics twice daily for half an hour at a time. There is sufficient room in the detention area of the prison for this type of activity.

A letter was received from the Contra Costa Juvenile Justice Commission requesting that the San Francisco Juvenile Justice Commission send a letter supporting bill SB 2100 for Youth Services Bureaus to the Governor. Mr. Lenehan moved that a letter be sent supporting the bill. The motion was seconded by Mr. Paul Chow and passed unanimously.

An announcement of the National College of Juvenile Court Judges and the National District Attorneys Association Second Annual Conference on Juvenile Justice, January 19-23, 1975 in San Diego was received. Mr. Botka offered to apply to the Mayor's Criminal Justice Council for funding through LEAA to send representatives from the Juvenile Justice Commission. Total fees for one person would be

approximately $400. Mr. Botka and Mrs. Caesar attended the first Conference and felt it was a worthwhile Conference for Juvenile Justice Commissioners. Mrs. Caesar has a set of tapes from the first Conference which she offered to lend to any of the Juvenile Justice Commissioners. It was suggested that Juvenile Justice Commission members of the Task Force on Juvenile Delinquency of the Mayor's Criminal Justice Council be chosen as the representatives.

COMMITTEE REPORTS:

Scott Kahn re Dependent Children

Most of the infants have been removed from the Dependent Cottages. They are now being sent to a Reception Home which receives a higher rate than the regular foster home ($225 vs $175). Supervision of the foster homes is being accomplished by Juvenile Hall administrative staff. Personnel from Juvenile Hall who were previously assigned to the infant unit are being utilized to transport the children to the reception homes or have been redeployed throughout Detention Services.

Mr. Kahn spoke of the publicity with Supervisor Nelder's visits and felt that the Juvenile Justice Commission could have been more supportive of Juvenile Hall staff after the news stories appeared. Commissioners felt that it was unfortunate that Mr. Nelder had not done sufficient research into the problems of dependent children before he held his news conference, but that since that time Mr. Nelder has been in contact with Msgr. Armstrong, Mr. Botka and Judge Mayer and now feels that we have the situation in hand and is lending his support to the efforts of JACKIE in the location of more foster homes within San Francisco. Our biggest problem after the newspaper stories was one of staff morale. Mr. Foote suggested that the Juvenile Justice Commission make an effort to talk to the workers in Juvenile Hall after such an issue has been raised, rather than try to counter the bad publicity in the papers. Mr. Botka reminded the Commission that when it comes to the newspapers, we have to exercise some caution in setting facts straight, newspapers love controversy. Mr. Freeman offered to act as spokesman for the Commission in rebuttal to attacks on the Juvenile Court when it is inappropriate for either Mr. Botka or the Judge to make public statements. Mr. Freeman moved that Supervisor Nelder be invited to the next Juvenile Justice Commission meeting, or if that is not possible, then a group of the Commissioners will meet with Mr. Nelder at his convenience.

Jim Queen has brought suit against the San Francisco Foundation and included the Juvenile Court in the suit regarding Coleman Bequest fund distribution. The Coleman Foundation now has its own Board which is made up of community people without any public agency representation.

Mrs. Lois Caesar - Report on Mr. Willie Lott, Counselor, Log Cabin Ranch

Mr. Lott was honored by the Board of Supervisors for his act of bravery on July 14, 1974 when he rescued the son of Mr. James Wurm and another young man from a wrecked car. Mr. Lott is a temporary Counselor at Log Cabin Ranch School. Mrs. Caesar invited the Juvenile Justice Commission to attend a small ceremony at the Youth Guidance Center on Friday, September 13, when the Community Streetwork Center will present Mr. Lott with a trophy commemorating his brave deed. This event will be co-hosted by the Community Streetwork Center and the JJC.

Mrs. Lois Caesar - Report on Visits to Other Jurisdictions

Mrs. Caesar visited Placerville and Los Angeles County Juvenile Justice Commissions during the past summer. Placerville is an extremely small jurisdiction

with a very modern new detention facility. Many of their referrals are transients from our own jurisdiction, rather than local residents. Because of geographical limitations, there are ~~6~~ holding cells available in the Lake Tahoe area for juveniles. They have instituted a three county liaison with their surrounding counties in an effort to improve cooperation between the counties.

The Juvenile Justice Commission in Los Angeles meets twice weekly at various locations throughout the county. Mrs. Caesar visited Camp Fenner in Los Angeles. This camp is operated by the Teledyne Economic Development Corporation and at the time of Mrs. Caesar's visit it was under the direction of Mrs. Dorothy Walker, who has recently come up to be the Director of Log Cabin's Teledyne Project. Mrs. Walker was introduced to the Commission and explained the philosophy of the program at Log Cabin. They examine with the boy the cause for his being committed to the Ranch and plan for his future upon release from the Camp. The behavior modification used under this program utilizes the theory of each day beginning with 0 points and as the day progresses he earns points for the positive actions he displays. The boys attend school half a day and the Teledyne Program half a day. After a ward leaves Log Cabin he is followed up by the Placement Specialist for 90 days. If he has any problems on the job, he is told to contact this person. The building maintenance program has now begun, carpeting instruction will soon begin, sign painting and culinary arts have been underway for some time. Mrs. Walker presented a "World of Work" book for the Commission to examine which outlines the basic program the wards undergo during their commitment to Log Cabin Ranch School.

Report by Mr. Paul Chow - Personnel

Mr. Chow requested an executive session upon adjournment of the regular business meeting to discuss a personnel matter.

Report from Joseph J. Botka, Chief Probation Officer

Mr. Botka reported that we now have a full time physician, Dr. Richard Brown, who has been hired through a contract agreement with Children's Hospital. This type of arrangement will allow for the training of interns and residents from Children's Hospital to serve our facility under Dr. Brown"s supervision. The Board of Supervisors approved the contract September 4, 1974.

Mr. Botka announced that Tom Spillane, Business Manager, is leaving the Court to go to San Francisco General Hospital on a temporary appointment as Assistant Administrator. Mr. Spillane thanked the Commission for their support during his years as Business Manager of the Juvenile Court.

Mr. Botka also announced that under the new C.E.T.A. program we will be getting a nurse for medical coverage at Log Cabin and Hidden Valley Ranches. She will start by October 1.

We have progressed in the modification of telephone hook-ups with Call Directors and this should help provide better telephone services to the public.

Report from Mrs. Babette Donohue - Volunteer Auxiliary

In July, the Auxiliary was awarded a $6,500 grant from the Stulsaft Foundation. $6,000 is to continue the three ongoing programs--the Sunday bus to Log Cabin and Hidden Valley, the Probation Opportunity Program used by the probation staff to strengthen relationships with the wards through outings and the Job Training

Program which enables girls from the Girls' Center and boys and girls on probation to earn $1.65 an hour in jobs around the Youth Guidance Center. The Auxiliary also received a $500 fund for an Educational Transition Fund for children going off probation and worthy of future help with registration fees, laboratory fees, books, etc., in their pursuit of higher education.

During the summer on Wednesdays and Saturdays, outings were provided for the dependent children.

The Reading Room has been relocated and is found in the rear of the Cafeteria. It will open on September 12 and will be manned by members of the Auxiliary. Volunteer and staff reading materials will be available through this Reading Room. It will be open every morning from 9-12 at first.

A new telephone call-in service will go into effect on September 10, called "Youth Problems Service" with two lines to the Reading Room manned by Volunteer operators from 9-12. Mr. Ernie Lenn will do an article on the new service on Monday or Tuesday of next week. Also, the Water Department has agreed to put a notice in with the next water bill notifying residents of this service. Mr. Warren Cain has trained 10 volunteers to serve on this project. This project is being undertaken in coordination with the Ad Club II presentation.

Annual Inspection of Juvenile Hall by the Juvenile Justice Commission

Mrs. Caesar, Mrs. Drossel and Mr. Freeman will work with Mr. Foote to develop criteria for guidelines for inspections of the Court facilities by the Juvenile Justice Commission. Although the Commission has a right to inspect private facilities, they do not have the power to close down a facility or take away a license, but they can recommend that the Court not send children to those facilities. Rev. Mayberry and his committee will continue their monthly visits to private placement facilities.

New Business

It was suggested by Msgr. Armstrong that the meeting on December 5 be held at Log Cabin Ranch. Mrs. Caesar moved that the meeting be held in December at Log Cabin, it was seconded and passed unanimously.

A motion was made to adjourn at 2:40 P.M. to executive session.

The next meeting of the Juvenile Justice Commission will be October 3, 1974, at 12:30 P.M. in the Main Conference Room of the Youth Guidance Center.

Respectfully submitted,

Joan D. Dickey
Secretary to the CPO

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JUVENILE JUSTICE COMMISSION MEETING

October 3, 1974

MINUTES

Present: Msgr. Peter Armstrong, Chairman
Mrs. Lois Caesar, Vice-Chairman
Mr. Louis Maldonado, Secretary
Rev. Donald Mayberry, Treasurer
Mrs. George T. Ballou
Mr. Paul Chow
Mrs. Ruth Drossel
Mr. Howard Freeman
Mr. Charles R. Greenstone, Sr.
Mrs. William H. Green
Mr. Scott L. Kahn
Mr. Michael Salerno

Absent: Mr. Frank Carter
Mrs. Thomas J. Lenehan
Edward A. Smith, Jr., M.D.

Staff: Francis W. Mayer, Judge of the Juvenile Court
Joseph J. Botka, CPO
Ann Billyard, Business Manager

Guests: Yori Wada, CYA Committee
Francis Miller, CYA
Nora Leishman, D.P.C.
Robert Figone, D.P.C.
Ruth Cowan, Volunteers
Bro. John Guiterrez
Kathy Palacios) Norte Dame
Lisa Alley) Elementary
Dionne Wallick) School

Msgr. Armstrong called the meeting to order at 12:45 P.M. The Chairman introduced the guests to the Commission. Msgr. Armstrong announced that Brother Guiterrez, a Franciscan Brother, will be the new Chaplain to the Youth Guidance Center, replacing Rev. Rick Byrnes.

Approval of Minutes of September 5, 1974

Mrs. Caesar made a motion to accept the minutes of the September 5, 1974 meeting as corrected. Motion was seconded and passed unanimously. The minutes were corrected to read: Page 2, under "Report on Willie Lott," line 6, the sentence: "This event will be co-hosted by the Community Streetwork Center and the Juvenile Justice Commission," was inserted. On Page 3, line 3, the word "six" was deleted, and the word, "available" was inserted between "holding cells" and "in the Lake Tahoe area..."

Correspondence - Mr. Maldonado

A letter was received from Mrs. Crockett of the Teledyne Vocational Training and Guidance Program to Mrs. Drossel thanking her for arranging a tour for the boys in the Culinary Arts Program.

A letter was received from the Notre Dame Elementary School Eighth Grade Girls thanking Mr. Kahn for his presentation on juvenile delinquency. Kathy Palacios, Lisa Alley and Dionne Wallick attended today's meeting as representatives of their class.

A notice was received from the National Affairs Committee of the Board of Supervisors announcing a meeting on October 4, 1974 at which time a resolution will be considered urging the San Francisco Delegation to the State Legislature to request legislation providing a mandatory one year jail sentence to any person convicted of committing a crime aboard public transportation. Judge Mayer commented that this law would not apply to juveniles since they are not sent to "jail."

A letter was received from the California Youth Authority designating Mr. Francis Miller as Consultant to the San Francisco Juvenile Justice Commission.

A letter was received from the California Youth Authority announcing the inspection of the Girls' Center for October 22, 1974 at 10:00 A.M. Mrs. Caesar will attend the inspection.

Msgr. Armstrong sent a letter to John Walsh on behalf of the Juvenile Justice Commission on the occasion of Mr. Walsh's retirement.

Judge's Corner - Francis W. Mayer, Judge of the Superior Court

Judge Mayer spoke with the Commission about their respective roles at the Juvenile Court. The Judge requested as a matter of courtesy that Commissioners notify the Judge and the CPO if they wish to bring visitors to the Court for a tour of the facility. This should be cleared through the Chairman of the Juvenile Justice Commission and the CPO.

Judge Mayer announced that the Court is in the process of preparing a grant application for funds to refurbish the Juvenile Hall to provide a more homelike atmosphere for the children we serve, since funds have not been available through regular budgetary channels. When this request comes before the Mayor's Council, he would appreciate the support of the Commission. Judge Mayer spoke of the problems encountered in the Juvenile Probation Department in Los Angeles and felt that many of the deplorable conditions there were caused by a lack of funding.

The Ad Club II advertisements have been appearing on TV, the radio and the buses, and this month the "Sunset" magazine has a full page ad. Judge Mayer thanked the Volunteer Auxiliary for the many services they provide the Juvenile Court and mentioned the new "Hotline" which has been in operation for over a month now. A notice will be placed in the next billing of the City Water Department advertising the "Youth Problem Service" to City residents.

Msgr. Armstrong invited Judge Mayer to attend Commission meetings as often as possible to promote better communication between the Commission and the Judge.

Special Announcement by Mrs. George T. Ballou - Youth Tennis Foundation Project

Mrs. Ballou presented Youth Guidance Center with a check for $2,000 from Standard Oil of California, Western Operations, Inc., made out to the Youth Tennis Foundation. This money will be utilized for expenses incurred in preparing the area between the Boy's and Girl's gymnasia for use as a tennis court (one double and one practice). Since Standard Oil has a policy of not donating products, they presented the $2,000 check to Mrs. Ballou to deliver to Mr. Botka to forward to the Youth Tennis Foundation. Mr. Botka mentioned that the Youth Tennis Foundation is attempting to raise approximately $20,000, the interest on which would be used to pay tennis instructors at Youth Guidance Center and the Ranches.

Reception for Willie Lot - Mrs. Lois Caesar

Mrs. Caesar thanked Mrs. Ballou for setting the tables for the reception for Mr. Lott held on September 13, 1974. Mr. Maldonado also served on the Reception Committee, handling the arrangements. Msgr. Armstrong and Mr. Carter attended as representatives of the Juvenile Justice Commission.

Presentation by Yori Wada, CYA Long Range Planning Committee

Mr. Yori Wada and Mrs. Ruth Chance have been appointed as community representatives by Allen Breed to a Long Range Planning Committee on Delinquency Prevention and Rehabilitation Programming. The Committee is attempting to formulate a 5 year plan for the Youth Authority. Mr. Wada spoke of existing Youth Authority services

and asked the Juvenile Justice and Delinquency Prevention Commissioners present about how they felt regarding the CYA programs. A questionnaire was provided for the Commissioners to answer and Msgr. Armstrong appointed Mr. Freeman, Mrs. Caesar, and Mrs. Ballou to a committee to meet with Mr. Botka on October 9 to answer the questionnaire and submit it to Mr. Wada before November 1.

Mr. Francis Miller reported that the Governor had signed a bill for Youth Service Bureaus but had deleted the additional appropriation. Youth Service Bureaus will be funded through the Youth Authority administration. Mr. Miller will serve the San Francisco Juvenile Justice and Delinquency Prevention Commissions as a consultant.

Progress Report on Ranch Inspections - Mr. Howard Freeman
The Committee would like to submit its written report at the November meeting. Both Ranches were inspected and the report will be submitted as a single report in two parts.

Mrs. Drossel reported that the Culinary Arts program of Teledyne is coming along very well. They now have had two tours of hotels and restaurants in San Francisco. The Culinary Arts Unions are assisting with placement of referrals by Larry Wyman.

Invitation of Supervisors to attend Juvenile Justice Commission meetings
Mr. Botka suggested that when an invitation is extended to a Supervisor or other Department Head, that a specific subject be mentioned so that the person knows why he is invited. Mrs. Ballou suggested giving the Supervisors a tour of the facility, rather than invite them to a meeting,which may be a better use of their time.

Proposal of Citizens Committee for Alternative Care for Dependent and Neglected Youth - Msgr. Armstrong
Msgr. Armstrong presented copies of the proposal to the Commission since it was felt that the Commission should be aware of the content. Commissioners were invited to comment on the proposal at the next meeting. This proposal will be presented by the Citizens' Committee at the next meeting of the Community Services Committee of the Board of Supervisors, October 11.

Report from Joseph J. Botka, CPO
The Juvenile Justice Commission and the Court have been working for the last 5 years to separate the dependent children's housing from the Youth Guidance Center building. Mr. Botka indicated that he and Ms. Cassedy have been meeting monthly with Ron Born of D.S.S. in an effort to bring about changes in the dependent care situation. We are working with Father O'Connor of the C.S.S. on a program for housing of the school age dependent boys. We are very near to reaching an agreement with the Department of Social Services on alternative housing for youngsters. We hope to be able to report to the Community Services Committee that there is no longer a need for development of more alternative housing because a system has been worked out to achieve this goal. Jeanne Bailey, Assistant Director of Juvenile Hall, reported on the status of the Reception Homes. We now have two Reception Homes, assigned through Juvenile Hall to accept children Monday through Friday from 9-5. Infants stay overnight if brought in after 5 or on weekends, get medical clearance on the next working day and then are sent to the Reception Home. So far about 25 children have utilized this new service. From now on, placement will involve all toddlers as well as infants. Children will remain in the Reception Home for a period not to exceed 5 weeks for D.S.S. placement or Court disposition. The foster homes are under the direct supervision of Juvenile

Hall. These licensed foster homes will accommodate a total of 9 children. Parental visiting is supervised one day a week at Juvenile Hall. Returns and releases will be through Juvenile Hall. At the present time, two Reception Homes are adequate. The Welfare Department is proposing payment of $100/month/bed in an effort to guarantee bed space. When a parent has a complaint against the foster parent, there is a meeting between the foster parent, the parent and Juvenile Hall administration to resolve the complaint.

Mr. Botka announced that the cafeteria will be repainted this year. After the painting is completed, we will display some of the 70+ art reproductions given to Youth Guidance Center by the San Francisco Museum of Art. The remainder of the pictures will be distributed throughout the building for the enjoyment of the visiting public and staff.

We now have a full-time nurse at the Ranches under the C.E.T.A. program. She will spend a half-day at each of the Ranches.

Mr. Botka thanked Mrs. Ballou for her part in obtaining the contribution from Standard Oil of California, Western Operations, Inc. All of the members of the Commission have been contributing their time and talents in various ways throughout the years and the Court is most appreciative of their support.

A new communications system will be installed in the Juvenile Hall as the result of a $40,000 grant through the Mayor's Criminal Justice Council. This project will be going out to bid in the next few weeks. This system will provide counselors with a means of communication with other parts of the detention office without having to be confined to the "Counselor's area."

Mr. Botka introduced Mrs. Ann Billyard, who has been appointed Business Manager on a temporary basis. She has formerly served the Court as Sr. Statistician, and Director of Research and Records and has been responsible for preparing the successful grant proposals we have obtained in the last few years. Mrs. Billyard announced that as an initial step she is taking inventory of the Court equipment and that her first priority will be the preparation of the new budget for 1975-76. Mr. Greenstone moved that the Commission commend Mrs. Billyard for her past work at the Youth Guidance Center and offered her the support of the Juvenile Justice Commission in her new assignment.

New Business

Msgr. Armstrong proposed a workshop for the entire Commission in January concerning topics of information to the Juvenile Justice Commission. Mr. Greenstone will arrange to obtain meeting space at the Lake Merced Country Club on a Wednesday, starting at 2 P.M. and extending into the dinner hour.

Msgr. Armstrong announced that the next meeting will be chaired by Mrs. Caesar since he will be away on vacation. The meeting will be held at the Youth Guidance Center in the Main Conference Coom at 12:30 P.M. Msgr. Armstrong reminded the Commissioners that the December 5, 1974, meeting will be held at Log Cabin Ranch.

The meeting adjourned to executive session at 2:30 P.M.

Respectfully submitted,

Joan D. Dickey
Secretary to the CPO

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES November 7, 1974

The meeting was called to order at 12:45 P.M. by Vice-Chairman Lois Caesar.

Present:		Absent:	
	Mrs. Lois Caesar, Vice-Chairman		Msgr. Peter Armstrong, Chairman
	Mr. Paul Chow		Rev. Donald Mayberry
	Mrs. Ruth Drossel		Mrs. George Ballou
	Mr. Howard Freeman		Mrs. Frances Green
	Mr. Scott Kahn		Mr. Charles R. Greenstone, Sr.
	Mr. Thomas J. Lenehan		Mr. Michael Salerno
	Edward A. Smith, Jr., M.D.		Mr. Louis Maldonado

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Others Present: Judge Francis W. Mayer, Joseph J. Botka, CPO, Jane Cassedy, ACPO, Robert Foote, Jeanne Bailey, Carroll Pebbles, Richard Brown, M.D., Isolde Loewinger, M.D., Armond Pelissetti, Peter Bull, Eric Best, Angel Aldoretti, Booker Neal, John Kearney, Babette Donohue, Jay Fernandez, Ed Ilumin, and Francis Miller.

Approval of Minutes of October 3, 1974
Mr. Freeman made a motion to approve the minutes as mailed. M/S/P.

Judge's Corner
Judge Mayer serves on the Project Safer California Committee reviewing the recommendations of the National Survey by the National Advisory Committee on Standards and Goals on juvenile delinquency and juvenile courts. It is his committee's feeling that our juvenile court laws meet or exceed recommended standards. They do not agree with the creation of a Family Court in California, feeling that it would be too great a task for any one court, and this will be their recommendation to the Governor's Conference in December. The Committee took the position on the use of District Attorney's in Juvenile Court that the decision to file a petition in cases which would be a felony if committed by an adult should be left to the District Attorney. They will also recommend the State finance and provide more training for juvenile justice system personnel.

On November 6, 1974, Judge Mayer and Mr. Botka met with a group of San Francisco business executives through the National Council on Crime and Delinquency. They have become interested in the juvenile justice system in San Franicsco and will be visiting our Juvenile Court in the near future to view the court in action before determining how they can best lend their talents to serve the Youth Guidance Center.

Judge Mayer announced that he has begun a review of dependency cases in foster homes to determine the current status of the children under D.S.S. in an effort to return the children to their parents. If there has been no contact by the parents in the past year, then abandonment proceedings can be instituted to provide the children a family of their own.

Correspondence
A letter was written to Mr. Botka by the Inspection Committee regarding the condition of the kitchen at Log Cabin.

A letter was received from Yori Wada thanking the Juvenile Justice Commission for submitting their answers to his questionnaire.

A letter was received from Mr. Gil Negrette regarding his inspection of Juvenile Hall which will take place on November 21. Mrs. Drossel, Mr. Freeman and Mrs. Caesar will accompany Mr. Negrette on his inspection tour.

Introduction of Dr. Richard Brown, Medical Director, YGC - Dr. Smith

Dr. Smith introduced Dr. Isolde Loewinger, Assistant Director of Public Health, Maternal and Child Care Division, to the Juvenile Justice Commission. It was through her efforts and those of the Medical Advisory Committee that we were able to have Dr. Richard Brown become our Medical Director. Dr. Brown is a qualified pediatrician and specialist in adolescent medicine, and a Fellow of the American Academy of Pediatrics. Prior experience working with the Haight Ashbury Clinic and drug problems, and as a consultant in adolescent pregnancy and a consultant in maternal and child health problems uniquely qualify him for his present position. Dr. Brown has reviewed the medical care program for the children here and set priorities in developing a program. Emergency care is being developed and, as of yesterday, x-rays at Laguna Honda Hospital have been made available. Dr. Brown has developed a coordinated screening program with an interview room for initial screening. Treatment is approached on the team level with team conferences held daily or at least three times a week to discuss current problems. The most common problems seem to be VD, dental caries and depression. There are some budgetary problems, and adjustments are being requested in the next budget. Dr. Loewinger added that the contract with Children's Hospital does not give supplies but manpower. The Juvenile Justice Commission was asked to write a letter of support for adoption of the new contract as it stands.

Mr. Botka and Mrs. Caesar expressed the appreciation of the Court and the Commission for Dr. Loewinger's efforts in securing both Dr. Brown and a nurse for the Ranches and her work on the Medical Advisory Committee of the Youth Guidance Center.

Inspection Report from Inspection Committee Regarding Log Cabin and Hidden Valley Ranches - Mrs. Drossel

Mrs. Drossel commented that the Health Department Report of September 13 substantiated the findings of the Inspection Committee. Mrs. Drossel recommended that the Commission take a strong stand concerning the kitchen relating to the sanitary conditions and training taking place (or not taking place), and their correction. The Culinary Arts Instructor from the Teledyne Program should be allowed in the kitchen. Mrs. Drossel commented that the local unions would not be willing to hire young men trained under a program that did not provide adequate supervision.

Mr. Pebbles and Mr. Botka reported that they had met with the cooks and the Teledyne personnel in an effort to resolve their differences. The cooks were each given a list of duties and responsibilities for sanitation maintenance in the kitchen by Mr. Pebbles. Progress is slow, but it is being made; the food locker has been cleaned; meat is now all properly wrapped. The dishwasher has to be repaired by an electrician. Mr. Pebbles reported that the Civil Service Commission upheld the demotion of the Chef to his permanent position of cook. We have just been notified that the Civil Service examination for Chef is going to take place next Saturday. A new dispensary has been set up in the old dark room area and the old doctor's room is now the dark room. The leaky hot shower faucet has been replaced.

Mr. Freeman noted that many of the problems are the result of inaction by other departments, not the Juvenile Court itself. Mr. Freeman told the Commission that the National Guard has been asked to assist in clearing up the algae problem in the

pond at Log Cabin; however, the Fire Marshall must give clearance to proceed since the pond is a source of water for firefighting emergencies. Mr. Freeman suggested that copies of their inspection report be sent to the departments from whom we need cooperation. The maintenance problem at the Ranches was discussed. The engineers assigned to the Ranches have as their prime responsibility the operation and maintenance of the sewage plant, with additional maintenance to the buildings provided only as time permits.

Mr. Scott Kahn made a motion that the Commission accept the Inspection Committee Report on Log Cabin and Hidden Valley Ranches. M/S/P.

Mrs. Drossel made a motion supporting the recommendations of the Chief Probation Officer with regard to the personnel issues of Log Cabin Ranch. M/S/P.

The Inspection Committee will reinspect on the morning of December 5, before the meeting of the Juvenile Justice Commission at Log Cabin Ranch.

New Placement Officer for Teledyne Project - Mrs. Drossel

Mrs. Drossel introduced Eric Best to the Commission. He will be replacing Larry Wyman as Placement Officer for the Teledyne Project. Eric was formerly with the Massachusetts Juvenile Justice System as a program evaluator. His job at Log Cabin will be to place youngsters in jobs and/or further educational programs upon their return to San Francisco from Log Cabin Ranch.

Adjournment of Juvenile Justice Commission meeting

Mr. Lenehan and Mrs. Drossel had to leave the meeting, and since the quorum would be lost, Mr. Freeman moved that the meeting be officially adjourned in memory of Mr. Frank Carter Curreri at 2:30 P.M. M/S/P. It was suggested that members of the Commission who wish to contribute to a memorial gift, mail their contributions to the Volunteer Auxiliary of the Youth Guidance Center in Mr. Curreri's name. A card will be sent to Mrs. Curreri from the Auxiliary acknowledging the gifts. Msgr. Armstrong did send a card to Mr. Curreri's family extending the sympathy and condolences of the Commission at the time of his death.

RESPECTFULLY SUBMITTED,

JOAN D. DICKEY
Secretary to the CPO

JUVENILE JUSTICE COMMISSION MEETING

November 7, 1974

CONTINUATION OF MEETING AS COMMITTEE OF THE WHOLE

The following notes were taken of the meeting of the Committee of the Whole after the official adjournment of the regular Juvenile Justice Commission meeting in memory of Mr. Frank Carter Curreri.

CYA Questionnaire Reply - Mr. Freeman

Copies of the CYA Questionnaire Reply of the Juvenile Justice Commission have already been submitted to Yori Wada due to time limitations. Any comments by the Commissioners on this report will be heard at the December 5 meeting.

Citizen's Committee for Alternative Care for Dependent and Neglected Children - Mr. Chow

Mr. Chow studied the proposal and felt that it was well written but operation and funding were not explicit enough. They seem to depend on existing agencies but also want the existing agencies to be closed down. Mr. Chow recommended that the Juvenile Justice Commission not endorse this proposal.

Coleman Bequest - Jane Cassedy, ACPO

There has been considerable public interest in removing the care of dependent children from the Youth Guidance Center for many years. A bequest from the Gertrude Coleman Foundation of $250,000 has grown to about $300,000 over the last two years. The Juvenile Court itself has been making a concerted effort to remove the dependent children from Juvenile Hall. Mr. Peter Bull of the Coleman Children's Committee was introduced by Jane Cassedy. The Coleman Children's Committee and the Citizen's Committee are basically proposing the same type of project, the difference being that the Coleman Children's Committee was put together according to the requirements of the San Francisco Foundation. There is a 25 person Board of Directors made up of grass roots people, lay people and professionals in the City. They are in the process of hiring an executive director and incorporating for tax exempt status. Their proposal goes beyond the problem of children waiting for placement at Youth Guidance Center with provision of homemaker services as an alternative to placing dependent children in foster homes. The Coleman Children's Committee plans to contract for established services from established agencies rather than developing them on their own.

Presentation by the Department of Justice - Angel Aldoretti and Booker Neal

Mr. Angel Aldoretti and Mr. Booker Neal are from the Community Relations Service of the Department of Justice mandated under Title X of the Civil Rights Act. Mr. Aldoretti and Mr. Neal have been working with the staff and wards at Log Cabin Ranch since the student protest in May of this year providing 108 hours of service thus far. They have been working to create a treatment climate at the Ranch, to establish individual treatment plans for each student and to link the day or home pass to the student's treatment program. They are also attempting to involve family members in the treatment of the students, to develop channels of communication, to establish a problem solving procedure, to establish a grievance procedure and to establish an in-service training program to include the establishment of an on-going periodic staff evaluation system. A grievance procedure has been designed which will provide three levels of review. The first level will involve a Grievance Committee consisting of five members, two students, two staff and a non-voting chairman who will be a staff member. The second level will be review by the Director of the Ranch when it relates to Ranch policies, or the CPO if departmental policies are involved. The third level of review will be an outside person, alone

or with an internal panel, who will review the decision and make a recommendation to the CPO or Director for final resolution. The Commission will be supplied with copies of the grievance procedure. Next Tuesday and Wednesday there will be a training session for staff and students at Log Cabin beginning at 10:30 A.M., Juvenile Justice Commissioners were invited to participate.

Mr. Aldoretti stated that they felt the third level of review could be handled by the Juvenile Justice Commission, either as a subcommittee or one Commissioner. Personnel Committee Chairman Paul Chow will serve on this Board.

In conjunction with the grievance process, Mr. Jim Licavoli, Assistant Director of Log Cabin Ranch School will be attending a training session in December in New York to learn conciliation methods.

Volunteer Auxiliary Liaison - Mr. Kahn

Mr. Kahn reported that on December 16, at 6:30 P.M., the Volunteer Auxiliary will have its annual Christmas party. It will be a sit-down dinner with entertainment and all Commissioners and their spouses are encouraged to attend. There will be a $2.50 charge per person. The Volunteers would like to have one adult for each child attending the dinner.

Guidelines Committee - Mrs. Caesar

This Committee has been collecting information to construct a comprehensive set of inspection guidelines for Commissioners to follow. They hope to have completed their task ~~by the January meeting~~ early in the new year. Corrected 12/5/74.

Police Liaison Meeting - Mr. Freeman

Mr. Freeman attended the Police-Court Liaison meeting this morning. They discussed the Police-Probation Exchange Project which involves probation officers riding along with police on the beat. All felt that it has given both sides a better idea of what the other is doing. Mrs. Caesar mentioned Mr. Pelissetti was invited to attend this meeting to thank him for the excellent job he is doing both on the Exchange Project and as Liaison with the Delinquency Prevention Commission.

Volunteer Auxiliary - Mrs. Donohue

Mrs. Donohue thanked Mrs. Caesar, Miss Cassedy, Mrs. Jean Lau and Mrs. Dickey for their participation in the Silent Auction held by the Volunteer Auxiliary last Saturday. Approximately $2,000 was raised. The Christmas room is being opened in the Conference Room next Tuesday. Gifts will be wrapped Monday through Thursday from 10-3. Volunteers will help serve the dinner on December 16. The Commanding Officer of the Military Police Unit at the Presidio has contacted Mrs. Donohue and this group will be offering its assistance as volunteers in the various programs of the Auxiliary. There are now 28 probation aides working in the Probation Department.

Human Rights Commission - Jay Fernandez and Ed Ilumin

Mr. Fernandez and Mr. Ilumin attended the meeting as representatives of the Human Rights Commission. They are doing a report on the justice system in San Francisco, their main area of concern being the image that the people in the community have of the different institutions in San Francisco.

Report from the CPO - Joseph J. Botka

Mr. Botka will be attending a training institute in Strategic Management in Corrections in Philadelphia, PA, from November 11 to November 21. Miss Cassedy

will be Acting Chief Probation Officer.

The Juvenile Court is now workibg with the Muni Railway on its program dealing with vandalism on the buses.

Mr. Kearney and Mr. Botka have met with the Assistant Superintendent of Schools, Lane DeLara, in an effort to improve our school program at the Ranches and in Juvenile Hall.

Budget preparation begins this month.

The Youth Tennis Foundation is now accepting bids for the tennis courts and construction is expected to begin shortly.

Through the Log Cabin Ranch Vocational Guidance Project, consultants have been providing training to the Ranch personnel during this past month.

Report from the CYA Consultant, Francis Miller
Mr. Miller brought a considerable amount of material for the Commissioners to read and review about the functions of Juvenile Justice and Delinquency Prevention Commissioners, in preparation for the training session in January.

Mr. Miller asked the Commissioners for their reaction to having a joint training session with the Delinquency Prevention Commission. Commissioners should be prepared to respond at the December meeting. Corrected 12/5/74 Insert "Visitors"

December Meeting at Log Cabin Ranch, December 5, 1974
Plans for the Commission meeting at Log Cabin Ranch on December 5, 1974 will be announced during the last week of November. Commissioners will be polled regarding transportation arrangements at that time.

The meeting of the Committee of the Whole adjourned in memory of Frank Carter Curreri at 3:30 P.M.

RESPECTFULLY SUBMITTED,

JOAN D. DICKEY
Secretary to the CPO

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JUVENILE JUSTICE COMMISSION MEETING

LOG CABIN RANCH SCHOOL

MINUTES — December 5, 1974

The meeting was called to order by Chairman, Msgr. Peter Armstrong, at 1:15 P.M.

Present:	Msgr. Peter Armstrong, Chairman	Absent:	Mrs. George T. Ballou
	Mrs. Lois Caesar, Vice-Chairman		Mr. Paul Chow
	Mrs. Ruth Drossel		Mrs. William H. Green
	Mr. Howard Freeman		Mr. Thomas J. Lenehan
	Mr. Charles R. Greenstone, Sr.		Mr. Louis Maldonado
	Mr. Scott Kahn		Rev. Donald Mayberry
			Mr. Michael Salerno
Staff:	Joseph J. Botka, CPO		Dr. Edward A. Smith, Jr.
	Carroll Pebbles, Director, LCRS		
	Nicholas Haloski, Director, HVRS	Guests:	Mr. Booker Neal
	James Licavoli, Asst. Dir., LCRS		Mr. Angel Alderette
	Leo Plotkin, Teledyne Project		Mr. Werner Plagge
	Michael Chiechi, Teledyne Project		Mr. Francis Miller

Mr. Pebbles presented the Juvenile Justice Commission with a new sign announcing their meeting time from the boys in the Graphic Arts Program of the Teledyne Vocational Guidance Project.

Minutes of the November 7, 1974, meeting

Mrs. Caesar noted two corrections. On page 2, second section, under "Guidelines Committee," delete, "by the January meeting," and insert, "early in the new year." On page 3, under "Report from CYA Consultant," in the second paragraph, delete, "the Delinquency Prevention Commission," and insert, "visitors."

A motion was made by Mrs. Caesar to approve the minutes as corrected. M/S/P.

Correspondence

A letter was received from the Volunteer Auxiliary thanking the Juvenile Justice Commissioners for their donations to the Auxiliary in memory of Mr. Frank Carter Curreri.

A copy of a letter written by Mr. William Mallen of the Mayor's Criminal Justice Council to Mr. Anthony Palumbo of the Office of Criminal Justice Planning supporting the Log Cabin Vocational Guidance Project was sent to Msgr. Armstrong. The Commission requested that a letter be written to the Mayor's Council thanking them for their support.

Special Reports

Automotive Maintenance Program at Log Cabin: Mrs. Drossel reported on the meeting with the ROP Automotive Maintenance Program Advisory Committee held at Log Cabin on the morning of December 5, 1974. In May of this year, Mrs. Drossel submitted a report to Mr. Botka regarding the Automotive Maintenance Program at Log Cabin. As a result of the Commission's interest and concern, the San Francisco Unified School District met with the Juvenile Probation Department and changes have been made in the program to make it more relevant to the students at Log Cabin Ranch.

Placement of the boys coming out of this program will be into continuing educational opportunities or entry level positions. The unions have offered their support and cooperation in placing graduates and keeping the program on-going.

Mrs. Drossel moved that the Juvenile Justice Commission commend the Unified School District, Mr. Pebbles and his staff for setting up a revamping of the old automotive maintenance course into a fine automotive maintenance program and that they continue to endorse and support it. Seconded by Mr. Freeman, M/S/P.

Mrs. Drossel moved that the Commission continue to evaluate the automotive program and asked that placements be reported to the Commission. M/S/P.

Culinary Arts Program: There are two main areas of concern--cleanliness of the kitchen at Log Cabin, and difficulties between Cooks at Log Cabin and the Teledyne Culinary Arts Training Program. The Culinary Arts Unions will only continue to endorse the program if they are satisfied that the boys graduating from the course are capable of performing the skills they should be acquiring in the Culinary Arts Program. Mrs. Drossel will continue her evaluation of the program for another six months.

The Commissioners commented on the sanitation of the kitchen at Log Cabin and all concerned felt that there was still much room for improvement. The personality conflicts among the kitchen personnel have not helped remedy the situation. Efforts have been made to obtain the cooperation of the Cooks but very little real progress has been made. A videotape of a meeting with Mr. Pebbles, the Cooks and the Teledyne Staff was shown to the Commission to demonstrate the efforts of administration to rectify the situation.

The Commissioners commented on the noon meal, feeling that it was a substantial amount of food for lunch. Mr. Pebbles informed the Commission that the main meal of the day is now served at noon.

Log Cabin Ranch: Mr. Pebbles reported on the status of the algae problem in the pond. The National Guard is willing to render assistance in clearing up the algae but would have to empty the pond for four months in the summer which is the high fire danger period. The use of "blue rock" to cure the algae was also entertained but since the effort to remove the algae was to have a dual purpose (recreation through fishing and boating and elimination of possible blockage matter from water used in fire fighting), it was considered only as an alternate solution. Permission to drain the pond will have to be obtained from the Environmental Protection Agency.

Mr. Freeman asked Mr. Pebbles if there was any prohibition to use of the boys as maintenance crews to keep the grounds clean. The maintenance component of the Teledyne Project have been of great assistance in the absence of the regular maintenance personnel who have been off sick without replacement. They are performing minor repairs and have taken over the maintenance of the floors in the Rec. Hall, the kitchen and the dormitories. Mrs. Drossel commented that lists should be made to outline the duties of each job.

All Commissioners noted the general attitude of the boys on both Log Cabin Ranch and Hidden Valley Ranch School towards staff as being most positive.

Report by Mike Chiechi, Director, Teledyne Project: Mr. Chiechi showed the Commission a demonstration of work done in the Graphic Arts Class. The Maintenance component of the Project has been assisting in Ranch maintenance, cleaning windows and floors. The boys are learning skills they have never been exposed to before. When a boy completes his program as outlined, he is given a diploma from Teledyne. Boys are followed for 90 days after leaving the Ranch and are interviewed before leaving in preparation for employment upon their return to the community. Mrs. Drossel asked that a monthly report be made to the Commission regarding job placements.

Mrs. Drossel moved that the Teledyne Project submit a semi-annual report on the progress of the project and follow-up information on boys returned to the community. Seconded by Mrs. Caesar, M/S/P.

Hidden Valley Ranch School: Mr. Haloski thanked Msgr. Armstrong for the promise of a bus from the Catholic Youth Organization for Christmas Eve and December 26 to transport the boys from Hidden Valley to San Francisco and back. Boys from both Ranches will go home Christmas Eve and return the morning after Christmas. Boys who are unable to actually return home for the holiday will be taken care of by staff members in their own homes. The San Jose Boys' Club will be giving a Christmas party to the boys at HVRS on December 14. Staff meetings are now held weekly with the Ranch Staff and Teaching personnel to coordinate treatment of the youngsters.

Inspection of Youth Guidance Center - Mrs. Lois Caesar
Mrs. Caesar reported that an inspection was conducted by Gil Negrette of the Youth Authority on November 26, and that she will present her report of the inspection at the January meeting.

Volunteer Auxiliary Liaison - Scott Kahn
Scott Kahn reported that the Volunteers will have their party on December 16 at 6:30 P.M. in the Cafeteria of the Youth Guidance Center. Tickets are $2.50. There will be dinner, a singing group, and a magician from the Magic Cellar and a ventriloquist. Commissioners are urged to send in their reservations to Mrs. Babette Donohue.

Report from the Department of Justice Representatives
In response to their request at the November 7, 1974, meeting, Msgr. Armstrong appointed Mr. Scott Kahn to represent the Juvenile Justice Commission as the third level of the Grievance Process developed for the Log Cabin Ranch with the assistance of the U.S. Department of Justice Representatives, Mr. Angel Alderette and Mr. Booker Neal. Mr. Alderette commented that their main objective has been to improve communication between staff and wards.

Report from the Chief Probation Officer - Joseph J. Botka
In the interests of saving time, Mr. Botka will submit a memo to the Commission rather than give his regular report.

A motion was made to adjourn the meeting to Executive Session at 3:00 P.M. M/S/P.

Respectfully submitted,

Joan D. Dickey

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES — January 2, 1975

The meeting was called to order by Chairman Msgr. Peter Armstrong at 12:40 P.M. Msgr. Armstrong introduced a new Commissioner, Robert Figone, who was appointed on December 12, 1974 to fill the vacancy created by the death of Frank Carter Curreri.

Present:	Msgr. Peter Armstrong, Chairman	Absent:	Mrs. Richard Caesar
	Mrs. George T. Ballou		Mr. Louis Maldonado
	Mr. Paul Chow		Rev. Donald Mayberry
	Mrs. Ruth F. Drossel		Mr. Charles R. Greenstone, Sr.
	Mr. Robert Figone		Mr. Scott L. Kahn
	Mr. Howard Freeman		Mr. Michael S. Salerno
	Mr. Thomas J. Lenehan		Dr. Edward A. Smith, Jr.
Staff:	Joseph J. Botka, CPO	Guests:	Michael Chiechi, Director, Log Cabin Vocational Guidance Project
	Jane Cassedy, ACPO		John Kearney, Principal, Court School
	Robert Foote, Director, Juvenile Hall		Francis Miller, CYA
	Babette Donohue, Volunteer Auxiliary		

Approval of the Minutes of the December 5, 1974 meeting
Mr. Howard Freeman moved to approve the minutes of the December 5, 1974 meeting as mailed. M/S/P.

Judge's Corner
Judge Mayer was unable to attend the meeting today, however, Msgr. Armstrong noted that he had met with Judge Mayer and Mr. Botka earlier in the week and would share the results of that meeting in Executive Session.

Correspondence
A copy of a letter from Mr. Botka to Mr. Wallace Wortman of the Real Estate Department was sent to the Commission to inform the Commission that the Juvenile Court administration is investigating the possibility of utilizing Log Cabin Ranch acreage for grazing of cattle. Monies so earned would go back into the General Fund.

A copy of a letter from the Volunteer Auxiliary to Commissioner Scott Kahn was received thanking him for his participation with the Volunteers in presenting the Christmas program for the children in Juvenile Hall. Msgr. Armstrong commented on the excellence of the program and the dinner and hopes that next year more Commissioners will lend their support to this activity.

Old Business

Private Care Facilities: Rev. Mayberry did conduct an inspection on a facility in Sonoma County during the Christmas holidays. He will submit his report at the next meeting.

Juvenile Bureau Liaison Meeting: Mrs. Ballou will attend the next meeting on January 9.

San Diego Conference January 19-23: Msgr. Armstrong announced that money had been made available to send two Commissioners to the National District Attorney's Association and National Council of Juvenile Court Judges' Second National Conference on Juvenile Justice. Msgr. will not be able to attend; Mr. Figone volunteered to go in his place; Mrs. Ballou was picked as alternate in the event of a cancellation.

Workshop for Commissioners: Mrs. Ballou, Mr. Freeman, Mrs. Drossel and Msgr. Armstrong will work as a committee to plan the workshop for the Juvenile Justice Commission to be held on February 13 beginning at 4 P.M. and ending with a dinner. Mr. Botka will work with the Committee in planning the workshop which will be limited in participation to Juvenile Justice Commissioners, Juvenile Court Department Administrative personnel, Judge Mayer and Mr. Francis Miller of the CYA. The objective of the workshop will be to define the role of the Juvenile Justice Commission and enhance communication between the Commission and the Court.

Report from the Volunteer Auxiliary - Mrs. Babette Donohue

The Christmas activities were very successful. Mrs. Donohue read two letters from children who attended the Christmas party. The Auxiliary received many thank-you notes from the children who attended the party. The children attended activities held at the Mark Hopkins, the Townehouse, the East-West game, and the Nutcracker Suite. Parties were held by the District Attorney's office and Pan Am for the dependent children. The Volunteers wrapped and distributed over 3,500 gifts this Christmas. Many organizations gave cash gifts or articles designated as desired by the children. The Volunteers received a check for $750 from the Mayor's Youth Fund which is funded through the Denver-49er exhibition game. Mrs. Donohue discussed activities which will be occurring during the months of January and February. The Volunteers would be most appreciative if Commissioners with contacts could secure complimentary tickets to enhance the activity program sponsored by the Volunteer Auxiliary. Mr. Freeman suggested that Ernie Lenn might be able to help regarding tickets for the Examiner Track Meet.

Report from the CPO - Joseph J. Botka

The Grand Jury visited Hidden Valley and Log Cabin Ranches in December and they were favorably impressed. Mr. Botka felt that any criticism which might result from their inspection would be of a constructive nature.

Mr. Freddie Birdies has been appointed temporary Chef at the Ranches pending the posting of a permanent list for Chef.

Re: Contracting for Food Services at the Ranches: The City Attorney has been asked to render an opinion regarding the legality of contracting for food services. This alternative is being investigated because of the high cost of providing food services to the Ranches.

We have received oral authorization for continuation of the Log Cabin Vocational Guidance Program for the coming year.

Truancy Review Board: A Truancy Review Board has been mandated by the State in which we must participate. A truant must appear before the Truancy Review Board before being referred to the Juvenile Court. The Board will consist of representatives of the S.F.U.S.D., Juvenile Court, D.S.S. and a member of the lay community.

The law specifically excludes the confidentiality rule to allow a lay person to serve on this Board. How and when the Board will meet still has to be determined. We will provide a central liaison person to the Board.

Jane Cassedy reported that we now have 8 CETA Probation Officer Trainees who are assigned to the Divisions, together with two additional clerical workers. Other CETA employees include an inventory clerk, a nurse for the Ranches, and in the Detention Services, two Assistant Counselors who assist with the recreation program. Mr. Foote hopes for an additional clerical employee to assist the Volunteer Coordinator.

Mr. Botka announced that Supervisor Terry Francois as President of the Multi-Cultural Institute would like the Juvenile Court to incorporate the Multi-Cultural Institute program into the school curriculum at Hidden Valley Ranch. This program is designed to help the children have a more positive cultural identity.

Federal Projects

Juvenile Court Information System: Progressing into its third year. Hardware should be installed within the next month-and-a-half.

Basic Skills Program: Now in operation. We do have teachers at all of our various locations. Mr. Figone reported that a new teacher has been hired for Booker T. Washington. Second year funding of this project has not been approved as yet but we are working on it.

Training in Juvenile Hall: Mr. Botka reported that the CYA feels we should provide more training for staff in Juvenile Hall and, subsequently, in their report of the inspection made in November, they will not approve of Juvenile Hall in San Francisco because of the lack of a program for in-service training. Mr. Negrette is doing this in an effort to help us obtain monies for training of Juvenile Hall Counselors. Money is not available to pay for staff to attend training or to replace the staff. Mr. Foote has had several meetings with his staff to set up a training program. Juvenile Hall Supervisors will present training in areas of their own expertise, amounting to approximately 16 hours of in-house, in-service training. City College will provide an instructor who will give a course in management and evaluation techniques providing we can supply 20 students. Mr. Foote will have his training program plan ready to present to Mr. Botka in February.

Msgr. Armstrong announced that Thursday, January 9, from 5 to 7 P.M., there will be a Youth Tennis Foundation benefit at the Civic Auditorium for the Youth Guidance Center Tennis Project. Commissioners were urged to attend if possible. Tickets are $15 and include buffet dinner and reserved tickets to the Virginia Slims tournament.

Msgr. Armstrong also mentioned that he had received a copy of a letter from Mr. Botka to Mr. Mike Pezet of the Catholic Youth Organization thanking him for driving the bus which the CYO supplied to Hidden Valley this past Christmas. The driver commented on how well behaved the boys were from Hidden Valley on the bus and that it had been a pleasure to be of service.

A motion was made by Mr. Howard Freeman to adjourn at 1:45 P.M.

RESPECTFULLY SUBMITTED,

JOAN D. DICKEY
Secretary to the CPO

JUVENILE JUSTICE COMMISSION MEETING

MINUTES February 6, 1975

The meeting was called to order by Chairman Msgr. Peter Armstrong at 12:40 P.M.

Present:	Msgr. Peter Armstrong, Chairman	Absent:	Mrs. George T. Ballou
	Mr. Robert Figone		Mr. Paul Chow
	Mr. Howard Freeman		Mrs. Ruth Drossel
	Mrs. Richard Caesar, Vice-Chairman		Mr. Thomas J. Lenehan
	Mr. Louis Maldonado, Secretary		Mr. Charles R. Greenstone,Sr.
	Rev. Donald Mayberry, Treasurer		Mr. Michael S. Salarno
	Mr. Scott L. Kahn		
	Dr. Edward A. Smith, Jr.		
Staff:	Judge Francis W. Mayer	Guests:	John Kearney, Principal Court School
	Joseph J. Botka, CPO		
	Jane Cassedy, ACPO		Mr. Mike Pezet, CYO
	Robert Foote, Director, Juvenile Hall		Mrs. Babette Donohue, Volunteer Auxiliary
	Armond Pelissetti, Probation Officer		

Minutes:
Motion was made by Mrs. Caesar, seconded and carried that the minutes of the meeting of January 2, 1975 be approved as mailed.

Truancy Review Board
Mr. Armond Pelissetti explained the Truancy Review Board. S.B. 1472 mandates that minors appear before a truancy review board. The Board consists of an attendance worker from the School Department, a Social Worker from D.S.S., a Probation Officer and a community person. The Board will be at 135 Van Ness Avenue. At present there are 100 referrals of truancy pending before the Board. The program hopefully should be implemented within three weeks. A Social Worker will soon be assigned. The Probation Officer position may be assigned to one person or possibly be rotated through the Intake Divisions. Msgr. Armstrong commented that the Commission would like to hear a progress report on this matter at the March meeting.

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Judicial Concerns - Judge Mayer
Judge Mayer commented on two Bills discussed at the San Diego Conference.

1. Runaway Bill - If it goes through, runaways cannot be placed in Juvenile Court or any locked facility. This is a Federal Bill.
2. Status Offenses - A Bill separating 601's from 602's. 601's (Wayward/ Beyond Parental Control) would be in an open facility.

Judge Mayer spoke of the Police Diversion Program, a $90,000. federally funded program wherein the police are allowed to take the children and recommend them for the new police diversion program, which proposes to divert away from the juvenile justice system. Police officers, on their off-duty hours, go to the parents and if the child admits his guilt is placed into the diversion program. Whether or not he finishes the program the police will tear up the youth's record sheet.
The Judge feels that there should be an investigation of some kind before the child is placed into this program and that some sort of legal advice is needed. The Judge has referred the matter to the Bar Association.

Judge Mayer said that this year's Superior Court budget will include a request for court clerks to prepare calendars. At present the calendars are prepared by secretaries of the probation department and the Judge feels that the probation office should not have to do this. There will also be a request for a full-time reporter for each referee. New approach to the Budget procedure is contemplated. It has been determined that the Mayor had no authority to alter the budget proposed by Superior Court.
Mrs. Caesar asked if there is anything the Commissioners can do to facilitate this plan. The Judge said that they would be of great help at the time the budget is presented to the Board of Supervisors.

Correspondence
A letter was received from Mrs. Joan Dickey, Secretary to the Chief Probation Officer and recording secretary for the Commission. Mrs. Dickey thanked the Commission for their gift which was sent to her as a get-well wish.

Old Business
Private Care Facilities: Rev. Mayberry distributed copies of his inspection report on Wagon Valley Ranch located in Healdsburg, California (copy on file). Commissioners agreed that it was an excellent report. It was noted that 15 of the 20 boys at this facility are from Juvenile Court in San Francisco.
Rev. Mayberry said that for boys that are not to hard to handle this is a very satisfactoryfacility.
Jane Cassedy commented that we must be very careful about the physical appearance of a placement home. Sometimes that is not the most important aspect.
Miss Cassedy also mentioned that terminology is most important when speaking about the children in our care. This will be taken up at the coming workshop.
Mr. Figone offered to bring a "Terminology Booklet" to the workshop.

Status of Dependents
Jane Cassedy said that the Board of Supervisors has been informed that dependents are moving out. At present there are 11 dependent children at Youth Guidance Center. There are no infants, two boys, five girls and four toddlers. Unavailability of homes is one of the reasons for delay. A subsidy for beds will help to move infants and toddlers. Dependent girls usually go to Shalom(Mt. St. Joseph's) but it is filled right now. Eddy Street Boys Home at 1824 Eddy Street is a new placement for 14 dependent boys. At present there are 12 boys living there. The ages of the boys are from 6 to 18 years. Scott Kahn mentioned that he had visited the Eddy St. Boys Home the day before and was impressed, stating that it is so much better for the boys than juvenile hall.
Miss Cassedy stated that in order to keep dependents out of YGC we need:
1. An Emergency Receiving Home. 2. Emergency foster homes. 3. Interim type placements and 4. Back up homes or institutions.

Mrs. Caesar asked about HEW and $10,000,000. that is available to existing agencies and wondered if that might assist the dependency program. Mr. Botka said he would look into the matter.

Mr. Foote spoke of the use of the dependency cottages now that there are less children housed in them. Consideration is being given for part of them to be used as office space. He said that plans are being made keeping in mind that the cottages may have to be used again in the event of a large influx of dependent children.

Inspection: Mrs. Caesar read the fact-finding report of the Juvenile Hall Inspection Committee. Copies of the report were distributed to each Commissioner. (Copy on file) All agreed that Mrs. Caesar did an outstanding job on the report. Mr. Foote said that he would share the report with staff. The last paragraph of the report mentioned a floor plan of Juvenile Hall and Juvenile Court. Rev. Mayberry suggested that each new Commissioner be given a map of these buildings.

Workshop
The Workshop for Commissioners is to be held at 4:00 P.M. on Thursday, February 13, 1975 at the Presidio Officers Club.

San Diego Conference
Mr. Figone reported on the San Diego Conference held by the National Council of Juvenile Court Judges. Mr. Figone had copies made of the conference agenda (copy on file) and said that tapes of the subjects listed on the agenda are available. He is sending for some of them and would be happy to share them with the Commissioners. Also, if the Commissioners are interested in any particular subject to let him know.
Mr. Botka said that we have a cassette player here at the Court which can be used for these tapes.
Mr. Figone enjoyed the conference and feels that San Francisco is far ahead of some of the other counties in the area of new programs. For example, the School, Police and Probation departments are coordinating their efforts to prepare a documentary film dealing with youth and the law.
Mrs. Caesar also enjoyed the conference and feels that there is a great deal of change coming. She would like to have a panel of four (Judge Mayer, Mr. Botka, Mr. Figone and herself) to discuss the San Diego Conference in more detail.

Supreme Court Ruling
Mr. Figone reported on the new Supreme Court Ruling adopted in January that all public school children are entitled to present their case before being suspended. Mr. Figone said that he feels San Francisco is following due process in that when a child is suspended there must be a conference with the parents or guardians within 3 days regarding suspension. He said that the School Department is requesting their legal counsel to give them an interpretation of the new ruling.

At this point, the subject of the Standards and Goals of the Mayor's Criminal Justice Council Committee was brought up. Mr. Botka said he would present them to the Commission at the March meeting.

Volunteer Auxiliary Report
Mrs. Babette Donohue said that the Auxiliary's main concern at the moment is with the dependent children. She asked what the Auxiliary's role would be with the new shelter homes? Mrs. Donohue also said that the Auxiliary is planning on helping the Girls Center more, particularly with programs.
Mrs. Donohue thanked Commissioner Kahn for the help he has given the Volunteer Program on behalf of the Commission. His latest contribution was tickets to the Warriors Basketball game.

Report from the CPO - Joseph J. Botka

Mr. Botka reported that a letter had been received from the City Attorney's Office concerning food services for Log Cabin and Hidden Valley Ranches. The letter stated that improved efficiency and greater economy is no reason to allow outside contractors to take over any existing service. In other words, a contract for such service would eliminate existing positions from our payroll.

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Mr. Mike Pezet of CYO attended the meeting and was introduced by Msgr. Armstrong as the young man who was kind enough to drive the bus to Hidden Valley at Christmastime.

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It was agreed that Mr. Freeman would write a letter (release) to the media expressing the concern of the Commission about the elimination of the Athletic Program from the schools.

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Msgr. Armstrong announced that there would be no need for Executive Session as the matter had been resolved.

Adjournment: 2:45 P.M.

Respectfully submitted,
Jean Lau, Secretary

JUVENILE JUSTICE COMMISSION MEETING

MINUTES March 6, 1975

Present:	Msgr. Peter Armstrong, Chairman	Absent:	Mrs. George T. Ballou
	Mrs. Richard Caesar		Mr. Paul Chow
	Mr. Louis Maldonado		Mr. Howard Freeman
	Rev. Donald Mayberry		Mr. Thomas Lenehan
	Mrs. Ruth F. Drossel	Staff:	Judge Francis W. Mayer
	Mr. Robert Figone		Jane Cassedy, ACPO
	Mr. Charles R. Greenstone, Sr.		Robert Foote, Director, J.H.
	Mr. Scott L. Kahn	Guests:	John Kearney, Principal, YGC
	Mr. Michael S. Salerno		Jay Fernandez, H.R.C.
	Edward A. Smith, Jr., M.D.		Dexter Waugh, Examiner

The meeting was called to order by Msgr. Armstrong at 12:38 P.M. Msgr. Armstrong expressed the sympathy of the Commission for Mr. Howard Freeman on the death of his wife. Commissioners were urged to contribute to the Volunteer Auxiliary Memorial Fund in Mrs. Freeman's memory.

Minutes of February 6, 1975

Mr. Greenstone moved that the minutes of the February 6, 1975, meeting be approved as mailed. M/S/P.

Judge's Corner

Judge Mayer explained that a recent Supreme Court decision has given the natural father of a child equal rights relating to his children. Henceforth, in all Juvenile Court proceedings, the natural father will have full rights and a right to participate in the hearings and be considered as a possible placement for the child.

The California Judicial Council is proceeding to set up rules for operation of the Juvenile Courts in order to provide a more uniform system of justice. Judge Mayer invited the Juvenile Justice Commissioners to participate in the discussions of the proposed changes to be considered. Notices will be sent when a date has been arranged.

Report on the Second National Conference on Juvenile Justice of the National Council of Juvenile Court Judges and the Association of District Attorneys by Mr. Robert Figone and Mrs. Lois Caesar

Mr. Figone chose to discuss the meetings at the Conference which dealt with Students' Rights. His report dealt with a comparison of what was presented at the Conference and the steps that the San Francisco Unified School District has already taken to safeguard the rights of the individual student in the pursuit of an education. Copies of the booklet "Students Rights and Responsibilities Manual, San Francisco Unified School District," adopted in 1971 and amended in 1972 were distributed to the Juvenile Justice Commissioners. Mr. Figone announced that the Inter-Agency Group composed of representatives from the School, Police and Probation Departments is planning a joint Conference in May to review the methods of bringing information on juvenile justice to the children in San Francisco. More definite information will be available at the April meeting.

Mrs. Caesar chose to discuss that aspect dealing with "Reform." Her report was in three parts:

Faces Contributing to Reform: Senator Birch Bayh, Chairman of the Subcommittee for Criminal Justice on Delinquency Prevention; Robert Leonard, D.A. from Flint, Michigan; Judge Edward V. Healey, President of the National College of Juvenile Court Judges; Lisa Richette, Judge of the Court of Common Pleas of Philadelphia; Nancy Williams, Counselor, Las Vegas; Dr. Ruth Holloway, Director of the National Right to Read Institute in Washington, D.C.; Vivian Malone, Executive Director of the Constitutional Rights Foundation in Los Angeles; Judge Fredericks from Arizona; and "Red Hill" from North Dakota.

Forces Contributing to Reform: The Indians are trying to get the "White man" to understand the way of the Indian and the tribal laws. A women's group felt that women are capable of violent crime and demanded equal treatment under the law. There was concern expressed over a father's inability to cope with the problems of a young girl's maturity, placement of homosexuals with adequate provision made for them, lack of a spokesman on the conference agenda for the female offender, and the failure of the juvenile court to curb delinquency. The District Attorneys advocated taking over time of the discretionary powers of the Court. Judge Edward V. Healey emphasized complete disagreement by the National College of Juvenile Court Judges of which he is President.

Facts, Findings and Information: Senator Bayh sponsored the Juvenile Justice and Delinquency Prevention Act of 1974. His proponents reiterated the opinion of Senator Bayh that the juvenile justice system has been a failure. The Act provides for the organization and establishment of an Institute of Juvenile Justice Administration, a National Advisory Committee to make studies and a research staff which will coordinate studies from other agencies. The total program, when fully funded, will be administered by the Office of H.E.W. The proponents of the new system have set forth deinstitutionalization of status offenders as immediate, while study and definition of diversionary plans and research studies preliminary to full operation are proceeding simultaneously. Under the Runaway Act portion of the Juvenile Justice and Delinquency Prevention Act of 1974, no juvenile runaway, truant or incorrigible shall be housed under the same roof with juveniles whose offense would be considered a crime if committed by an adult. Residual funds of $10,000,000 in H.E.W. have been made available first to already existing programs for runaways. Ohio has already eliminated status offenders and now calls them "Juveniles in Need of Supervision." New Jersey has already passed a law that no youngster shall be confined unless there is adequate facility and programs for rehabilitation. To back the law, they have already built a new small juvenile center. There was much said about the schools creating their own diversionary projects.

There is a nationwide effort to review standards and goals in the Criminal Justice System in progress from the City to the County to the State to the Federal levels. The local jurisdictions are now participating in a revision of California Standards and Goals for individual regions under "Project: Safer California."

Mrs. Caesar felt that the trend toward reform is not a threat, but it is a mandate for action.

(The full text of Mr. Figone's and Mrs. Caesar's presentations is available on tape.)

Committee Assignments
Msgr. Armstrong distributed preliminary lists of committee reassignments and asked for volunteers for liaison assignments with other Commissions. A complete list will be presented in April. Msgr. Armstrong instructed the Chairmen of the new committees to meet with the staff persons involved with their committees and members of their respective committees.

The Chairmen are designated as follows: Administration, Peter G. Armstrong; Probation Services, Robert Figone; Juvenile Hall, Lois Caesar; Log Cabin and Hidden Valley Ranches, Donald Mayberry with Ruth Drossel as Subcommittee Chairman for Log Cabin Ranch School.

Reverend Mayberry will now serve as the third step in the Grievance Procedure at Log Cabin Ranch School, replacing Scott Kahn.

Liaison with community groups will be assigned on an as needed basis by the Commission Chairman.

Evaluation Procedures for Committee Projects
Mrs. Caesar moved that the Evaluation Procedures for Committee Projects be approved as submitted by Mrs. Drossel. M/S/P. These procedures will serve as a guideline for future inspections.

Code of Ethics
A motion was made by Mrs. Drossel to delete "Without notifying the Commission Chairman or Secretary" from the "Commission Meetings" section. M/S/P.

Mrs. Caesar made a motion to amend the Code by adding a section on "Inspections" to read, "All Commissioners are expected to participate in an evaluation of, or visit to, Juvenile Hall and the Ranches once a year." M/S/P.

Mrs. Caesar moved that the Code of Ethics be adopted as amended. M/S/P.

Report on Youth Services Task Force - Msgr. Armstrong
The Youth Services Task Force which is part of the Mayor's Criminal Justice Council had a public hearing about two weeks ago where community people were invited to speak on the needs of youth and youth services in San Francisco. Msgr. Armstrong noted that there was good community response but that many of the needs as presented by the community were the same today as they were five years ago with a failure on the part of some groups to recognize that changes have been made.

Liaison Assignments
Msgr. Armstrong asked Mrs. Caesar and Mr. Figone to represent the Commission at a meeting on March 7 of the Coleman Committee, DSS and Juvenile Court.

Msgr. Armstrong asked Rev. Mayberry to represent the Commission at a meeting on March 21 at Hidden Valley between the teaching staff of Hidden Valley, the Multi-Culture Institute and Juvenile Court Administration.

A volunteer was requested to serve on a yet to be formed committee to work on removal of the Muni bus stop from directly in front of the YGC building.

Guidelines on Policies and Procedures

Msgr. Armstrong announced that the "Guidelines on Policies and Procedures" have been up-dated by Mrs. Caesar and Committee and will be presented at the next meeting for approval. Commissioners will receive copies in the mail prior to the next meeting.

Introduction of Guests

Msgr. Armstrong introduced Dexter Waugh of the Examiner to the Commission.

Msgr. Armstrong introduced Jay Fernandez from the Human Rights Commission. Mr. Fernandez will attend our meetings and develop communication between the two Commissions. Mrs. Drossel will serve as liaison to the H.R.C. Mr. Fernandez promised to place the Juvenile Justice Commission on the mailing list for the "Bad Newsletter," a publication written by youth in the community which covers a variety of topics.

Nominating Committee

Msgr. Armstrong appointed Mike Salerno as Chairman of the Nominating Committee; other committee members will be Mrs. Drossel, Mrs. Ballou and Dr. Smith.

Mr. Greenstone made a motion that the meeting be adjourned in memory of Mrs. Howard Freeman at 2:40 P.M. M/S/P.

RESPECTFULLY SUBMITTED,

Joan D. Dickey
Secretary to the CPO

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES — APRIL 3, 1975

The meeting was called to order by Chairman Msgr. Peter Armstrong at 12:40 P.M.

Present:	Msgr. Peter Armstrong, Chairman	Absent:	Rev. Donald Mayberry
	Mrs. Richard Caesar		Mr. Charles R. Greenstone, Sr.
	Mr. Louis Maldonado		Mr. Michael Salerno
	Mrs. George T. Ballou	Staff:	Judge Francis W. Mayer
	Mr. Paul Chow		Joseph J. Botka, CPO
	Mrs. Ruth F. Drossel		Robert Foote, Director, J.H.
	Mr. Robert Figone	Guests:	John Kearney, Principal, Ct.Sch.
	Mr. Howard Freeman		Babette Donohue, Pres., Vol.Aux.
	Mr. Thomas Lenehan		Nina Auerbach, M.D.
	Edward A. Smith, Jr., M.D.		Jay Fernandez, H.R.C.
			Huel Washington, S.F. Chronicle

Minutes of the March 6, 1975 meeting
A motion to approve the minutes as mailed was M/S/P.

Judge's Corner
Judge Mayer reported on his recent meeting with the California Council of Juvenile Court Judges at Newport Beach, and discussed the conditions prevalent in the Juvenile Court system in California. He has requested that our Placement Division inspect the placement facilities in Los Angeles County that we utilize.

Judge Mayer discussed legislation pending in Sacramento, specifically those bills dealing with the certification of youth 16-18 to adult court. Judge Mayer emphasized the importance of responding to bills before the Legislature and felt that our representatives are responsive to comments by constituents. At present there are approximately 22 bills pending which pertain to Juvenile Court.

Judge Mayer urged members of the Commission to attend a 3 day conference in Santa Clara on "Research in Criminal Justice" on May 12, 13 and 14.

Correspondence
Mr. Maldonado read a letter of resignation from the Commission from Scott L. Kahn and a copy of the response by Judge Mayer accepting his resignation. A motion was M/S/P to send a letter of appreciation to Mr. Kahn for his participation in the Commission.

A copy of a letter from Mr. Botka to William Mallen, Executive Director of the Mayor's Criminal Justice Council was read informing the M.C.J.C. that Mr. Armond Pelissetti is now the Project Director of the Basic Skills Project.

Committee Reports:

Mayor's Criminal Justice Council Youth Services Task Force meeting 4/3/75 - Mrs. Richard Caesar
A proposal for a Youth Services Bureau was presented which was accepted but will be subject to additions and amendments. The other item on the agenda was a request from Energy for support for their request to the Mayor for Revenue Sharing monies; endorsement was withheld pending completion of evaluation by the Evaluation Unit of the Mayor's Criminal Justice Council.

Juvenile Hall Committee - Mrs. Richard Caesar, Mr. Paul Chow
On March 20, the Probation Committee met with the staff of Juvenile Hall to discuss mutual problems and goals. As a result of the meeting, visits to other jurisdictions were arranged by Mrs. Caesar for the Commissioners and Juvenile Hall staff. So far they have gone to Martinez, Marin and Alameda. Each visit consisted of an orientation with administrative personnel of the detention services, a tour of the facility and, upon return to our Juvenile Hall, a debriefing session with Mr. Foote. Two more such visits are contemplated. All participants felt the experience was most beneficial.

Subcommittee Report - Juvenile Hall Committee - Mr. Paul Chow
Mr. Chow and his subcommittee have been working with Juvenile Hall staff to set up guidelines for visitation to the Juvenile Hall by the Juvenile Justice Commissioners. They will continue to work on this project and submit their report at a later meeting for approval by the Commission.

Probation Services Committee - Mr. Robert Figone
Mr. Figone met with the Probation Supervisors last Tuesday to discuss mutual problems and areas where the Juvenile Justice Commission could help the Probation Division. An orientation on the various aspects of Juvenile Court operation will be formulated by the Probation Committee and Mr. Okada and presented at future Juvenile Justice Commission meetings.

Log Cabin and Hidden Valley Committee - Mrs. Ruth Drossel
Mrs. Drossel read a letter from Rev. Mayberry to Mr. Pebbles, Director of Log Cabin Ranch, regarding the two grievances brought before Rev. Mayberry concerning the swimming pool and the playing field. Progress has been made toward resolution of both grievances; funds were secured to heat the pool, and the services of a dump truck have been promised by the Park and Rec Department.

Mrs. Drossel reported that a group of 14 young men from Log Cabin's Teledyne Project were given a tour of the St. Francis Hotel Dutch Kitchen Restaurant, the Sir Francis Drake Hotel, and the Hippo Restaurant. These tours provide the students an opportunity to see various kinds of food service operations in San Francisco which are possible job placements upon graduation from Log Cabin Ranch.

Review of Guidelines and Procedures for Juvenile Justice Commission - Msgr. Armstrong
Msgr. Armstrong moved that the draft be changed to read, on page 2, "Code of Ethics: Appointees to this Commission will be asked to observe the 'Code of Ethics' of the San Francisco Juvenile Justice Commission," instead of "shall observe." M/S/P.

Mrs. Caesar moved that the Guidelines be accepted as changed. M/S/P.

AFL-CIO Education to Action Project - Mr. Robert Figone
This program was designed to inform the AFL-CIO membership about the juvenile and adult criminal justice systems. Mr. Figone invited the Commissioners to the April 9 session from 7-9 here at Youth Guidance Center where the program will include a mock arrest, trial and disposition. The opening session on March 26 was hosted by Mr. Joe Bellardi and Mr. Jack Corwley of the AFL-CIO and featured Milton Rector, President of NCCD as keynote speaker.

Report from the Volunteer Auxiliary - Mrs. Babette Donohue
The Volunteer Auxiliary has begun an education program of their own and are learning about Juvenile Court operations. They have been taking field trips to dependent

interim placement facilities to work out a program to provide volunteer services to dependent children now being housed away from the Juvenile Court setting. We have 15 new volunteers from State College's reading program who are working primarily in Juvenile Hall. There will be a new Yoga program in Detention. The Auxiliary will be getting more involved with the Girls' Center activities. They have already sponsored a trip to Sacramento to tour the State Capitol, attendance at a rock concert and the theater. They are also providing sewing, music, grooming, and arts and crafts programs for the Girls' Center.

Report from the Chief Probation Officer - Joseph J. Botka

Mr. Botka reported that he had appeared before the Finance Committee and had received a supplemental appropriation of $160,000 for Maintenance of Minors. Log Cabin now has a permanent Chef and a new cook. The kitchen has been painted and cleaned. There is a new music program for the boys at Log Cabin Ranch. If anyone knows of someone who could donate a piano to Log Cabin, please contact Mr. Botka. The Log Cabin basketball team will play the P.O.'s on Friday, April 4, 1975, in the Boys' Gym. The Volunteer Auxiliary has provided the entrance fee for the basketball team to enter the Salvation Army League in San Mateo this summer. Teledyne has received tentative approval for second year funding.

Mr. Botka wrote a letter to the City Attorney raising the question as to whether the Juvenile Court budget as a part of the Superior Court budget should be subject to the Mayor's approval or disapproval, taking the position that our budget should be sent to the Mayor for information only and forwarded to the Board of Supervisors.

From the 14th to the 21st of April, Mr. Botka will be in Philadelphia at the concluding session of the course in Strategic Management in Corrections at the Wharton School of the University of Pennsylvania. Warren Cain, Andy Petterson, Don Carlson and Bob Foote went with Mr. Botka to a training session in San Diego as a part of this course.

Construction of the tennis court by the Youth Tennis Foundation will begin this month. We will also have a plaque and some refurbishing made of the tennis courts at Log Cabin in memory of Matt Harris, a past member of the Burlingame Tennis Foundation.

Mr. Botka gave the Commissioners the most recent statistical report on Youth Guidance Center services. There has been a 41% increase in the number of children sent to CYA, indicating a greater number of more serious offenses than in years past; an 18% drop in the number of dependent children referred; an 11% increase in the average daily population of boys in Juvenile Hall, but a 1.5% decrease in Average Daily Population total. Length of Stay has been cut 4% for boys, 24% for girls; the considerable drop in length of stay for dependants (29%) was attributed to increased staff assistance from D.S.S. and the City Attorney.

The Grand Jury visited Juvenile Court yesterday and were given a tour and conferred with the CPO and Judge Mayer.

Report from Nominating Committee

Mr. Freeman made a motion to continue the report from the Nominating Committee to the May meeting and to retain the present officers until an election can be held and the new officers installed. M/S/P.

Committee Assignments

Msgr. Armstrong asked for volunteers for liaison assignments with other Boards and Commissions. Appointments will be made to fill vacant positions.

New Business

Mr. Freeman thanked the Commission for their contributions to the Volunteer Auxiliary in memory of his wife.

Mr. Freeman noted that the Juvenile Justice Commission was not listed in the telephone directory and asked that it be listed.

The meeting was adjourned at 2:35 P.M.

Respectfully submitted,

Joan D. Dickey
Secretary to the CPO

JUVENILE COURT

SELECTED STATISTICS

	1973	1974	Percent Change
A. DELINQUENCY			
1. Intake Referrals	5999	6397	+ 6.6
Boys	4222	4255	+ 0.1
Girls	1777	2142	+20.5
2. Petitions Filed	1600	1688	+ 5.5
Boys	1210	1245	+ 2.9
Girls	390	443	+13.6
3. Average No. Supervised*	1913	2003	+ 4.7
Boys	1420	1518	+ 6.9
Girls	493	485	- 1.6
4. Average No. Out-of-Home Placement*	217	193	-11.1
Boys	131	130	- 0.8
Girls	86	63	-26.7
5. New Deliveries to CYA	74	105	+41.9
Boys	66	98	+48.5
Girls	8	7	-12.5
B. DEPENDENT CHILDREN			
1. Intake Referrals	1266	1029	-18.7
2. Petitions Filed	570	444	-22.1
3. Average No. Supervised*	2288	2244	- 1.9
C. JUVENILE HALL			
1. Average Daily Population Total	150.3	148.1	- 1.5
Delinquent Boys	87.2	97.0	+11.2
Delinquent Girls	33.6	26.8	-20.2
Dependents	29.5	24.3	-17.6
2. Admissions - Total	6892	7258	+ 5.3
Delinquent Boys	4421	5135	+16.1
Delinquent Girls	1589	1683	+ 5.9
Dependents	882	1040	+17.9
3. Average Length of Stay	-	-	-
Delinquent Boys	7.2	6.9	- 4.2
Delinquent Girls	7.7	5.8	-24.7
Dependents	12.2	8.6	-29.5

* Average Number under Supervision End of Month

CITY AND COUNTY OF SAN FRANCISCO

JUVENILE JUSTICE COMMISSION

GUIDELINES ON POLICIES AND PROCEDURES

OBJECTIVES

It is the goal of the Commission to be a public conscience for Justice on behalf of Children and Youths, and in this, to monitor the services of all departments and agencies related and contributing to the functions of the Youth Guidance Center, to be supportive of the Juvenile Court, the Youth Guidance Center Administration and Staff, in assuring the rights of these Children and Youths.

MEMBERSHIP

Appointments: The Presiding Judge of the Superior Court, with the concurrence of the Juvenile Court Judge, appoints individual citizens of voting age for terms of four years on the Juvenile Justice Commission. Members may be reappointed. A Commissioner may not serve more than three consecutive terms. When a vacancy occurs for any reason other than the expiration of a term of office, the appointee to fill such a vacancy shall hold office for the unexpired term of his predecessor.

The Commission Chairman should keep the Judges informed of the membership status of the Commissioners and vacancies and may make recommendations for appointments.

Number: By law, a minimum of seven and a maximum of fifteen. The Commission should be maintained as near as possible to the maximum to enable the Commission to rigorously carry out its duties.

Composition: It is important that the Commission be truly representative of all socio-economic interests and concerned citizens. The appointing Judges should seek to maintain a balanced variety in such factors as geographic area, type of community, ethnic background, age, sex, professional and lay experience, and community involvement. The appointees should have demonstrated an active interest in youth and the goals of the Commission and objectivity and open-mindedness.

Leaves of Absence: May be granted a Commissioner by the membership for bona fide reasons.

Resignations: A member unable to continue active service should submit a written resignation to the Presiding and Juvenile Court Judges with a copy to the Commission's Chairman.

Expenses: Commission members shall be reimbursed for their actual and necessary expenses incurred in the performance of their duties. Routine expenses are to be submitted on standard forms to the Commission Secretary. Non-routine expenses must be approved by the Commission's Chairman. (These include out-of-county trips, over-night conferences, any conference with registration fee.)

RESPONSIBILITIES

By State Law, it is the duty of a Juvenile Justice Commission to inspect annually all institutions used by the County for confinement of minors, and to report its findings, with recommendations to the Juvenile Court and to the California Youth

Authority. All Commissioners are expected to share in these inspections.

Other contributions of members to the functioning of the Commission will vary in time and kind. Some examples are: The bringing of diverse lay and professional experience and points of view to the Commission's discussions, liaison with groups sharing Commission concerns, active participation on study and project committees, testimony to Board of Supervisors and State legislative committees.

Code of Ethics: Appointees to this Commission will be asked to observe the "Code of Ethics" of the San Francisco Juvenile Justice Commission.

ORGANIZATION

Officers: By law, a Juvenile Justice Commission shall elect a Chairman, a Vice-Chairman, a Secretary and a Treasurer annually at the April Commission meeting. These officers shall not serve more than two consecutive terms. In the event of a resignation of an officer, an election to fill the vacancy shall be placed on the agenda of the next regular Commission meeting.

Standing Committees: These shall be agreed upon at each regular April meeting. The Chairman of the Commission, with the concurrence of the members affected, shall designate chairmen and members of standing committees at each regular May meeting. Vacancies may be filled by the Commission's Chairman at any time during the year.

Special Committees: These shall be formed as need and interest arise. Chairmen and members of special committees shall be appointed by the Commission's Chairman.

COMMISSION MEETINGS

Time and Place: Regular monthly meetings shall be held on a day and time pattern selected by the members. Regular meetings shall be held in San Francisco Youth Guidance Center unless the members elect to hold a regular meeting elsewhere for a special reason. The time of regular meetings may be changed by consensus of the members. Special meetings may be called by the Chairman.

Public Access: Regular and special meetings of the Commission are open to the public and shall be announced in the news media, except that discussions affecting personnel and hearings on individual juvenile cases shall be restricted. Attendance at workshops or seminars sponsored by the Commission may be limited to workable size. All meetings shall be held in conformance with the provisions of the Ralph M. Brown Act (Government Code, Sections 54950-54961).

Quorum: Official Commission action at a regular or special meeting shall require a quorum of five members.

Notice: Written notice of all regular and special Commission meetings shall be mailed to members a minimum of ten days prior to the meeting.

Liaison: A member accepting assignment as an official representative of the Commission to another body should make a serious effort to attend its meetings. When unable to attend, he should arrange for another Commissioner

to do so, if possible. If unable to continue serving in that capacity, he shall so notify the Commission's Chairman.

TESTIMONY AND REPORTS TO OTHER BODIES AND RELEASES TO NEWS MEDIA

According to State Law, the Commission may hold hearings. The Juvenile Court Judge has the power of subpoena requiring attendance and testimony of witnesses and production of papers at hearings of the Juvenile Justice Commission.

Reports previously approved by the Commission or statements of Commission position and findings may be made at the discretion of the Chairman.

The Commission Chairman is authorized to implement policy positions previously adopted by the Commission. He may delegate this responsibility to other members on particular occasions.

The Chairman must approve the appearance and subject matter of any other member before that member shall speak for the Commission before any other group.

ANNUAL REPORTS

Annual reports shall be prepared for the Juvenile Justice Commission. The report shall be sent to the California Youth Authority, Judges, mass media, and the Commission mailing list. The Chairman shall present the report to the Board of Supervisors as soon as possible after completion.

REVISION OF GUIDELINES

These guidelines shall be revised as necessary to continue in conformance with State law and county ordinance.

An annual review shall be made prior to each regular April meeting and the guidelines readopted at each April meeting.

The guidelines may be revised by a majority vote at any other regular meeting provided the changes proposed have been mailed and members have had adequate opportunity for reflection and discussion.

(Revised and adopted April 3, 1975)

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES

May 1, 1975

The meeting was called to order by Chairman Msgr. Peter Armstrong at 12:45 P.M.

Present: Msgr. Peter Armstrong, Chairman
Mrs. Richard Caesar
Mr. Louis Maldonado
Rev. Donald Mayberry
Mrs. George T. Ballou
Mr. Paul Chow
Mr. Robert Figone
Mr. Howard Freeman
Mr. Charles R. Greenstone, Sr.
Mr. Thomas Lenehan
Mr. Michael S. Salerno
Edward A. Smith, Jr., M.D.

Absent: Mrs. Ruth F. Drossel

Staff: Judge Francis W. Mayer
Warren Cain, Sr. Sup. P.O.
Robert Foote, Director, J.H.

Guests: John Kearney, Principal, Ct.Sch.
Babette Donohue, Pres., Vol.Aux.
Nina Auerbach, M.D.

Minutes of April 3, 1975 meeting

Mr. Lenehan moved that the minutes of the meeting of April 3, 1975, be approved as mailed. Mrs. Caesar seconded the motion. Unanimously passed.

Correspondence - Mr. Louis Maldonado, Secretary

The Commission received:

A thank you note from the Volunteer Auxiliary for contributions made in memory of Mrs. Elizabeth Freeman;

A copy of a letter written by Mr. Botka to Mr. Louis Edwards, Business Agent for Local 110, thanking him for his participation in placing youngsters from Log Cabin Ranch Teledyne Project Culinary Arts Program;

A copy of a letter written by Mr. Botka to Mr. William Mallen, Executive Director of the Mayor's Criminal Justice Council, informing him that the new Director of the Basic Skills Project, 1959-1, will be Mr. Emile Urbiztondo, replacing Mr. Armond Pelissetti, who is now the Project Coordinator of the Log Cabin Ranch Teledyne Project;

and copies of invitations to the CPPCA Conference June 9-11 for all members of the Commission.

Judge's Corner

Judge Mayer brought copies of the most recent legislation pertaining to juveniles for the Commission to study. He also left a copy of the "Final Report of the Ad Hoc Committee on the Prevention and Management of Conflict and Crime in the Schools" and the "Crime Prevention Review" report that might be of interest to Commissioners. Judge Mayer discussed the legislative proposals affecting the juvenile courts, particularly those bills dealing with the treatment of cases involving youth 16-18 years of age and their referral to the adult courts.

Report of the Probation Committee - Mr. Robert Figone, Chairman

Mr. Figone introduced Mr. Warren Cain, Sr. Supervising P.O. to the Commission. Mr. Cain discussed and expanded on the material on "Custody and Jurisdiction of the Juvenile Court" which was presented by the Probation Committee to the Commission as part of the training program for the Juvenile Justice Commission.

Mr. Salerno asked about the sealing of records which was not covered in the material presented. Mr. Cain replied that when wardship is terminated, the juvenile and his parents are informed of their right to request sealing of records 5 years after

termination of wardship or upon reaching the age of 18, by contacting the Special Services Division. Special Services then conducts an investigation to ascertain rehabilitation and submits their findings in a report to the Juvenile Court Judge requesting that the record be sealed.

The Youth Authority is experiencing a reduction in commitments and parolees. As a result of their subsidy programs, most youth are being treated in their local communities. Long term care in a closed setting is not available in San Francisco. Mr. Salerno made a motion that a letter be written to the Youth Authority reflecting the views of the Commission regarding the value of availability of Youth Authority institutions to San Francisco. M/S/P.

The Commission thanked Mr. Cain for his excellent presentation and invited him to return to future meetings.

Report of the Juvenile Hall Committee - Mrs. Lois Caesar, Chairman
The Juvenile Hall Committee has now completed its field trips and is evaluating the material presented. Mrs. Caesar and Mr. Foote attended a Juvenile Justice Commission meeting in Alameda. She also escorted Juvenile Hall staff members on a visit to Santa Clara County's Predelinquency Project, their Prerelease Project, toured their juvenile hall and lunched with the children in a central dining hall. Mrs. Caesar also reported on her visit to the Family Court in New York last week.

Report from the Log Cabin, Hidden Valley Ranch Committee - Rev. Don Mayberry, Chairman
The Grievance Committee has resolved the swimming pool problem. The fence will be mended and then the work can be done on the playing field.

Report from the Nominating Committee - Mr. Michael Salerno, Chairman
The Nominating Committee met via telephone and after much consideration it was their recommendation that the existing officers, Msgr. Armstrong as Chairman, Mrs. Lois Caesar as Vice-Chairman, Mr. Louis Maldonado as Secretary and Rev. Don Mayberry as Treasurer, be re-elected for a second term. Mr. Greenstone moved that the Nominating Committee's recommendations be adopted, Mr. Freeman seconded and the motion was unanimously passed.

Current Legislative Proposals - Mr. Charles R. Greenstone, Sr.
Mr. Greenstone recommended that at least two members of the Juvenile Justice Commission be placed on the mailing list of the City's lobbist to receive copies of current legislation so that bills affecting areas of particular concern to San Francisco can be supported or opposed by the Commission. Mr. Greenstone and Msgr. Armstrong volunteered to study the legislative proposals and to bring pertinent bills to the attention of the entire Commission for discussion.

Report from the Volunteer Auxiliary - Mrs. Babette Donohue
Mrs. Donohue announced that the Volunteers would be holding their annual board meeting on Thursday, May 8, in the Cafeteria of the Youth Guidance Center, at 12:00 P.M.; luncheon tickets are $2.00. Mrs. Donohue thanked the Commission for their support during her term of office as President of the Volunteer Auxiliary and announced that Mrs. Marge Hills will be the incoming President. Mr. Greenstone moved that the Commission commend Mrs. Donohue for her excellent services to the Youth Guidance Center during the past two years. M/S/P.

Report from Mr. Robert Foote, Director, Juvenile Hall

CYA standards require that a new employee be given 40 hours of training prior to accepting responsibility for supervision of children. Each year after that, 24 hours are required. The biggest handicap we have in implementing this requirement is lack of funding to replace workers who would attend training sessions. After much preparation, a program highlighting the theme "Care and Security and Security Through Care" was planned and begun in February utilizing experienced personnel as instructors. A syllabus was designed which covered the material presented: Policies regarding employment with the City; auxiliary services, i.e. Volunteer services, Medical Clinic, Business Office, legal framework applicable to Juvenile Hall; Lines of Communication; Basic Procedures; Visiting Policies and Behavior Control; Communication; Elements of Security; individual one hour interviews with each employee to answer specific questions; and critiques of the previous day's program to help assess and reinforce the material presented. Through the San Francisco City College System, a course is being given in Supervision and Management for 20 Juvenile Hall employees. Mr. Foote feels that his department has made a reasonable effort to meet the CYA standards. However, a recent inspection report from CYA still cites the lack of adequate training for new employees. Mr. Freeman made a motion to send a letter to the Finance Committee quoting from letters from CYA requiring funding for training for Juvenile Hall personnel. M/S/P. Mr. Freeman made a motion to commend Mr. Foote for his efforts in the training program. M/S/P.

New Business

Mr. Figone reminded Commissioners of the Inter-Agency Committee Conference on May 8 and 9 at U.S.F. Registration is free.

Mr. Greenstone asked that the Commission send Mrs. Frances Green a certificate of appreciation from the Commission, inviting her to feel free to attend meetings of the Commission whenever possible. M/S.P. Mr. Freeman will write the letter.

Report from the Chief Probation Officer - Mr. Joseph J. Botka

Mr. Botka was unable to attend the Juvenile Justice Commission meeting and submitted the attached written report.

The meeting was adjourned at 2:45 P.M.

Respectfully submitted,

Joan D. Dickey
Secretary to the CPO

REPORT TO THE JUVENILE JUSTICE COMMISSION

May 1, 1975

FROM: JOSEPH J. BOTKA, CHIEF PROBATION OFFICER

YOUTH SERVICES BUREAU

At the present time a plan has been instituted establishing a fund of $150,000 for payment to neighborhood agencies on a fee basis for counseling youth diverted from the juvenile justice system. A schedule of payments ranging from $5 to $10 an hour has been established in conjunction with a system of accountability to enable documentation of services provided to these youth. It is expected that about 500 youth can be serviced on this type of fee basis. Yet to be determined are the actual criteria on how a child will be selected for diversion. The Juvenile Court and the Police Department are working together in developing such criteria. A meeting will be held on Friday at 9:30 A.M. at the Mayor's Criminal Justice Council for the establishment of a Board of Directors for the Youth Services Bureau. Members of the Board include the Judge of the Juvenile Court, Chief Juvenile Probation Officer, and the Chairperson of the Juvenile Justice Commission.

BUDGET

Msgr. Armstrong appeared with the Chief Juvenile Probation Officer on Friday, April 24, at the budget hearing committee of the Board of Supervisors. We did receive an increase in allocations in Maintenance of Minors and some equipment. Msgr. Armstrong was especially helpful in pushing the argument for acquiring some automobiles to take the place of some current automobiles which are considered unsafe by the staff. I especially appreciated his presence and support.

DEPENDENT CHILDREN

We are currently using 4 foster homes for emergency placement of dependent children and have a full house at Eddy St. for our dependent boys. We do not have enough facilities to absorb all our dependent children and have a current house count of 15 dependent children. Jane Cassedy is actively involved as our representative at the D.S.S. in acquiring a larger cadre of foster homes and services in order to cut down on referrals of dependent and neglected children to Juvenile Court as well as to have placements for those that we must see.

CYA INSPECTIONS

We have just received our annual inspections of Log Cabin, Hidden Valley and the Girls' Center. Juvenile Justice Commission Committee Chairmen have received copies of these reports and some of my comments. I would hope that for the next meeting we can make a report on these evaluations and recommendations and what programs we are instituting to implement CYA suggestions.

JUVENILE JUSTICE COMMISSION MEETING

MINUTES — JUNE 5, 1975

The meeting was called to order by Chairman, Msgr. Peter Armstrong at 12:42 P.M.

Roll Call:	Commissioners Present	Absent
	Msgr. Peter Armstrong, Chairman	Rev. Donald Mayberry
	Mrs. Richard Caesar, Vice-Chairman	Mr. Paul Chow
	Mr. Louis Maldonado	Mrs. Ruth F. Drossel
	Mrs. George T. Ballou	Mr. Howard Freeman
	Mr. Robert Figone	Mr. Charles R. Greenstone, Sr.
	Mr. Thomas Lenehan	
	Mr. Michael Salerno	Staff
	Edward A. Smith, Jr., M.D.	Judge Francis W. Mayer
		Joseph J. Botka, CPO
Guests:	Brother John Gutierrez	Jane Cassedy, ACPO
	Marge Hills, President, Vol. Aux.	Robert Foote, Director, J.H.
	Mrs. Ellen Starratt	Ann Billyard, Business Manager
	Jim Buick, M.C.J.C.	Lovell Bonnie, E.D.P.
	John Kearney, Principal, Ct. Schools	

Approval of the Minutes of May 1, 1975 meeting

Mr. Lenehan made a motion that the minutes of the meeting of May 1, 1975 be approved as mailed. M/S/P.

Judge's Corner

Judge Mayer introduced Mrs. Ellen Starratt who will be appointed to the Juvenile Justice Commission. She has been on the Executive Committee of the Junior League Committee on Youth Services, served on the Mayor's Criminal Justice Council Task Force on Standards and Goals, served as a Volunteer Probation Aide here at the Juvenile Court, and is currently working on the Junior League Juvenile Justice Project.

Judge Mayer introduced Mrs. Marge Hills, President of the Volunteer Auxiliary and assured her of his continuing support of the Auxiliary.

Report from the Chief Probation Officer, Joseph J. Botka

Because of their desire to improve the psychological testing services for children in the Hidden Valley 90-Day Evaluation Program, Mr. Botka and Judge Mayer met with Dr. Solomon which resulted in a decision to seek funds through C.E.T.A. for a psychologist who could perform evaluative testing focused on school rather than family relationship problem areas.

Use of W-2 Cottage: Mr. Foote reported that in mid-June, W-2 will be opened as a non-secure placement unit for a maximum of 20 boys who are awaiting out-of-home placement to open settings exclusive of the Ranches. W-2 can be converted to a co-ed facility if the need develops. Foster grandparents will be utilized in this new program. Cottage W-1 will be used for shelter care of all dependent children.

Placement of dependent and neglected children: Jane Cassedy has held a number of meetings with the administrative staff of D.S.S. and Probation Staff in an effort to coordinate and reduce to a minimum the duplication of work by both departments. For the past several months a full-time liaison representative of D.S.S. has been assigned to Youth Guidance

Center. She has now been given permission by the Judge to file a supplemental petition when necessary.

Federal Grants: Staff Aides at the Ranches: A one year grant request has been approved by OCJP wherein Ranch graduates between the ages of 18 and 21 who have made successful adjustments in the community will be hired on a 3/4 time basis, two at each Ranch. It is a very small project, but it will provide an opportunity to Ranch graduates for a job at the Ranches after graduation.

Log Cabin Ranch Vocational Guidance Project: No money has come through for this project since January, and Teledyne has forwarded money to the City to the amount of approximately $70,000. We have been working since January to verify the amount allocated for this grant. We have now received a letter stating that we will receive $100,000 from Part C money which will allow the grant to function until the end of August when it will be phased out. The Governor's office evaluated the program and commented that if they had the money, they would continue the program for a full year. The vocational training and job placement aspects of the grant have been most positive. Judge Mayer felt that further funding should be obtained and asked that the Commission assist in seeking revenue sharing funds and/or surplus funds from the Mayor's Criminal Justice Council to continue the program.

Mrs. Caesar made a motion that the Juvenile Justice Commission assist the CPO and the Judge by seeking to procure additional funds for the Log Cabin Project from any source in any way deemed necessary at the time by the CPO and the Judge. M/S/P.

Juvenile Justice Information System: Mrs. Billyard and Mrs. Bonnie reported on the Information Project which is in its third year. Programs are being tested and one of the programs is working. The security system will be capable of keeping track of who is inquiring and what is requested. The statistical reports are being developed. The Police Incident Reporting System is beginning to operate and eventually, when agreements are reached between the two departments, we will be capable of receiving Incident Reports through our printer in the Record Room. Mr. Salerno suggested that the September agenda of the Juvenile Justice Commission meeting include a demonstration of the Information System in operation.

Budget: The Board of Supervisors has requested an additional 5% decrease in our budget. Mrs. Billyard will submit the revised budget by next Monday.

C.E.T.A. Program: Mrs. Billyard explained that this employment program is involved with training and has a $10,000/year salary limitation. Persons hired under this program must be City residents and unemployed for 30 days. The money is 100% federally funded. We have received approximately 22 positions in the Juvenile Court for employment of persons as Probation Aides, Probation Officers, Counselors, Ranch Counselors, Ranch Nurse, Research Assistant, Laundry Workers, Janitors, Inventory Clerks and Clerical workers.

CPPCA Conference: The CPO announced the annual CPPCA Conference which will be held at Rickey's Hyatt House in Palo Alto, June 9, 10, and 11 of next week. Msgr. Armstrong will open the Monday morning meeting with the invocation. The San Francisco Juvenile Court will participate in the program with a presentation

on public relations utilizing our Ad Club II materials; Mrs. Virgie Adams will represent the Girls' Center in a discussion of group homes; and the EDP Project will demonstrate a calendaring system as one of the capabilities of our information system project.

Hidden Closets Report by George Saleebey: San Francisco was reported to have a high detention rate for a city of its size in this report. We have been reviewing our own detention practices as a result.

Meeting with Junior League and Bar Association: We are meeting tomorrow with the Junior League and the Bar Association regarding information they have requested. Mr. Botka has taken the position that we are willing to share information and statistics with groups that are helping us to get our job done. The Junior League is conducting their study to determine the gaps in services to juveniles throughout the City and the relationship of provision of services to delinquency rate. The general report by the Junior League will be to give an overall picture of what is available in the City in the school system and Juvenile Court and other public agencies. Mr. Botka invited a member of the Commission to be present at this meeting so that we can work together to build a better program. Mrs. Starratt and Mrs. Ballou will represent the Juvenile Justice Commission at any future meetings.

Dr. Smith commented that any recommendations made as a result of these studies should be accompanied by a recommendation as to the source of funds.

Report from the Volunteer Auxiliary, Mrs. Marge Hills
Mrs. Hills reported that she was attending this meeting as an observer to learn the workings of the Commission.

Report on Chaplain's Services, John Gutierrez, O.F.M.
See attached report. Following the report, Mr. Foote expressed the feelings of the Juvenile Hall staff by stating that the services of the Chaplains could only be described as "beautiful." The Commissioners were reminded that clergy representing (including) all faiths are admitted to Juvenile Hall as long as they present proper identification to visit children of their faith being held in detention.

Correspondence, Mr. Louis Maldonado, Secretary
Letters were received from Mr. Greenstone and Mrs. Drossel notifying the Commission Secretary they would be absent for the June 5, 1975 meeting.

A copy of the letter from Msgr. Armstrong to Mrs. Francis Green and the accompanying resolution from the Juvenile Justice Commission composed by Commissioner Howard Freeman were shared with the Commission.

Committee Reports
Probation Committee: Mr. Figone will be working with Mr. Okada during the summer to plan a series of presentations to the Juvenile Justice Commission.

Log Cabin and Hidden Valley Ranch School Committee: Rev. Mayberry reported to Msgr. Armstrong that the planned inspection has been postponed until later this year. He plans a meeting of his committee to review the Inspection Guidelines before holding the inspection.

Juvenile Hall Committee: Mrs. Caesar and committeeman Lou Maldonado attended a Contra Costa Juvenile Justice Commission meeting. Their Juvenile Justice and Delinquency Prevention Commissions are combined but the meetings are conducted in two parts.

Mrs. Caesar reported that she visited the Monterey Co. Juvenile Hall during the month of May.

The Juvenile Hall Committee members met with two psychiatrists from the Psych. Clinic of the Youth Guidance Center to discuss the problem of the provision of services for clients served by YGC from Mental Health District offices other than Sunset. In the joint meeting with Juvenile Hall staff which followed, Mr. Foote's staff reported on their field trips and copies of the reports will be sent to the Commissioners when available.

New Business

Youth Service Bureau: Msgr. Armstrong reported that a compromise on the composition of the Youth Service Bureau Executive Board is being negotiated. It is proposed that the community groups will help to select the community people by submitting a list of 25 persons from which 10 will be selected to represent the community by the ex-officio members of the Youth Service Bureau Board.

Msgr. Armstrong announced that this will be the last regular meeting of the Juvenile Justice Commission until September with a meeting in the interim subject to the call of the Chairman.

The meeting was adjourned at 2:27 P.M.

RESPECTFULLY SUBMITTED,

Joan D. Dickey
Secretary to the CPO

REPORT TO: JUVENILE JUSTICE COMMISSION JUNE 5, 1975

FROM: JOHN GUTIERREZ, O.F.M.

RE: CHAPLAIN'S SERVICES TO YOUTH GUIDANCE CENTER

Staff: Rev. Earl Comier, Children's Evangelical Mission (Sunday's Protestant Church services)

Rev. Simon Scanlon, O.F.M., St. Boniface Church (Sunday's Catholic services)

Sister Margaret Anne Murphy, Volunteer (helps with Sunday Catholic services, conducts a religious discussion group with G girls, works generally with G cottages)

Bill Brown, Seminarian from the Church Divinity School of the Pacific (part-time, religious counseling in G-1, G-2, B-2, working especially with runaways)

John Gutierrez, O.F.M., Catholic Youth Organization (part-time, religious counseling B-3, B-4, B-5, and unofficial coordinator of Chaplain staff)

The Chaplains see themselves as a humanizing influence in the lives of the children during their stay at YGC. The Chaplains are not proselitypers for any specific group, they are here to help the youth see some hope and be a comfort in a crisis situation.

The Chaplains try to see all the new detainees but have found it more the situation that children are referred especially by a counselor, nursing staff, P.O.'s, public defenders. Parents and placements will also ask the Chaplain to visit a particular child. Of course, the children themselves will ask to see the Chaplain, too.

After introducing ourselves to the child, we try to spend some time getting to know them and see where we can help, mostly in trying to get the children to know themselves. We try to be straight with the youth and let them know exactly what we can do and cannot do and the difference between.

Services provided include some family counseling, further referrals within the institution to the P.O., medical or legal departments, and sometimes outside to churches or groups who might help the child upon discharge. We also visit the non-visited children, assist in unit crisis intervention when requested.

Achievements of the year: Added Sister Margaret Anne to the staff. Would like to coordinate the staff and establish the Chaplain's services as a unit of YGC. Have been able to work with other groups within the Juvenile Court to serve the needs of the children.

Goals: Greater cottage coverage and services to dependents and Girls' Center, increase Sunday group work, seek better utilization of the Chapel facility for staff and children.

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES — September 4, 1975

Present:	Msgr. Peter Armstrong	Absent:	Mr. Louis Maldonado
	Mrs. Lois Caesar		Mrs. George T. Ballou
	Mr. Charles R. Greenstone, Sr.		Rev. Donald Mayberry
	Mr. Thomas Lenehan		Mr. Paul Chow
	Mr. Michael Salerno		Mrs. Ruth Drossel
	Mrs. Ellen Starratt		Mr. Robert Figone
			Mr. Howard Freeman
Staff:	Judge Francis W. Mayer		Dr. Edward A. Smith, Jr.
	Joseph J. Botka, CPO		
	Mrs. Marge Hills, Pres. Vol. Aux.		
	Mr. Robert Foote, Director, Juvenile Hall		
Guests:	Mr. Ira Okun, Executive Director, Coleman Children & Youth Services		
	Ms. Christina Cheung, Student		

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The meeting was called to order by Msgr. Peter Armstrong at 12:38 P.M. Msgr. Armstrong welcomed Mrs. Starratt to the Juvenile Justice Commission.

After a discussion on the length of the Juvenile Justice Commission meetings, Mr. Michael Salerno made a motion that a policy be stated that the meetings of the Juvenile Justice Commission will be scheduled to start at 12:30 P.M. and be limited to end at 2:00 P.M., with extension past the 2:00 P.M. termination point at the discretion of the Chairman. Mr. Lenehan seconded the motion. M/S/P. Persons appearing before the Commission will be asked to limit their presentations.

Msgr. Armstrong announced that he has been appointed as Director of St. Vincent's Boys Home in Marin County. This will be in addition to his other assignments in the Catholic Youth Organization.

Grand Jury Report 1974

Msgr. Armstrong shared the findings of the Grand Jury Report with the Commission, which were quite favorable to the Juvenile Court Staff, Judge Mayer and Mr. Botka. The summary included encouragement to seek alternatives for the placement of dependent and neglected children off the Youth Guidance Center grounds, provision of a nurse at the Ranches, increased recreational facilities for all Juvenile Court facilities, continuation of the LCRS Vocational Program and the 90-Day Evaluation Program at HVRS, and satisfaction that the Juvenile Hall is as secure a setting as practicable. The report also noted that efforts have been made to hire qualified minorities for the Juvenile Court staff.

Report by Mr. Greenstone on Visit to San Diego Juvenile Justice Commission

Mr. Greenstone reported on his visit to San Diego. The CPO has been appointed Head of the Corrections Department and has been given responsibility for the jail operation as well as the Probation Services. With the changes in their Juvenile Hall census due to implementation of a Youth Services Bureau, they are trying to determine whether a new central facility should be constructed or several smaller local detention facilities created. Their main problems are with the illegal juvenile aliens.

Judge's Corner

The Judge reported that he attended the National Council of Juvenile Court Judges' Conference in Honolulu this July. He was presented with a plaque for the media award for the year 1974 for the Ad Club II as a result of their advertising campaign for the San Francisco Juvenile Court last year. He will present it to the Ad Club II this evening.

Judge Mayer announced that our Court has formed a Detention Control Committee. Members of the Bar Association from the Juvenile Justice and Rights of the Child Committees will participate in the activities of this Committee. The purpose of the Committee will be to reduce detention of 600 and 601 cases in Juvenile Hall. Our dependent population has already been significantly lowered. A Family Crisis Intervention Unit in the Probation Department will help reduce the 601 cases. 602 cases will continue to be a problem. The Judge still feels that the Juvenile Court Judges should retain the discretion to remand cases to the Adult Court.

Judge Mayer presented certificates of appointment to Mrs. Ellen Starratt and Msgr. Peter Armstrong.

Report by Mr. Ira Okun, Executive Director, Coleman Children & Youth Services

Mr. Okun presented the results of the research done by the Coleman Children and Youth Services at the Youth Guidance Center. The material gathered will help to determine where in the City certain types of youth-serving facilities should be most properly located, i.e., areas with high populations of younger children would require different services than areas with high densities of older youth. The resulting information should help the Juvenile Court and other youth-serving agencies to provide improved services by creation of a system of comprehensive emergency services. Coleman is now working on a proposal which will provide an interim step to providing comprehensive emergency services. Coleman feels that it is vital that a new system of housing dependent children outside of institutions be found. An interim plan utilizing community shelter care beds which could result in a 14% drop in the use of institutions is being advocated by Coleman. Coleman is willing to put in 10% of their yearly funding (@ $20,000) towards a staff person to locate the new facilities, train foster families, bring buildings up to code, etc. Coleman will propose that the Board of Supervisors provide money to subsidize these interim homes which would be under the supervision of the Juvenile Court. The objective is to deinstitutionalize the child and provide immediate services for foster care or homemaker service.

Mr. Botka pointed out that the policy of the Juvenile Court already is that dependent admissions should be lowered. He also pointed out that as we have been working with Coleman on this project, that we have been implementing the ideas as they proceed.

Mr. Okun suggested that a joint meeting be held between all the youth-serving Commissions (D.S.S., Police, D.P.C. and J.J.C.) to consider the findings of the Coleman study.

Mrs. Caesar moved that the Commission go on record as being in full support of and endorsing the progress of the Court with regard to reorganization of children's services. Mr. Greenstone seconded the motion. M/S/P.

Report from Mrs. Hills, President, Volunteer Auxiliary

Mrs. Hills reported that last week 100 children from YGC were taken to Marine World by the Volunteer Auxiliary through Don Casper of the Mayor's Office. During the summer months, the children went somewhere about once a week and each cottage was allowed to participate on an alternate basis.

The Youth Tennis Foundation has now completed the work on the tennis courts and a reception will be held on October 21 to officially open the courts. The members of the Juvenile Justice Commission will be invited to attend this luncheon.

Mrs. Hills reported that the Sunday Bus to the Ranches has done much to reduce criticism from parents that the Ranches were too far removed from the City.

Report from the Chief Probation Officer, Joseph J. Botka

The Log Cabin Vocational Guidance program ended the last day of August. We are being funded for next July for $100,000 for a new program totally community-based emphasizing job placement of boys as they return to the community from the Ranch.

The Detention Control Committee's purpose will be to re-examine detention control practices. Since July 1, new standards from the CYA of one child/one room will have to be met. The Family Crisis Intervention Unit will be working at extended work hours to deal with status offenders and family problems putting immediate emphasis on family contact and keeping the child from being placed in Juvenile Hall. The long range goal of administration of the Juvenile Court will be not only to have the dependent children removed from housing on the grounds of Youth Guidance Center, but also the status offenders as well. Staff from the Juvenile Court will be used to facilitate the development of such resources and eventually Juvenile Hall will be utilized primarily for 602 offenders.

Mrs. Caesar made a motion to commend the Court for moving ahead with new programs and to encourage administration to employ to the maximum degree possible all means available to eliminate the trauma in change to present staff now employed at the Juvenile Court. Mrs. Starratt seconded the motion. M/S/P.

Mr. Botka reported that the 1975-76 budget has not been finalized by the Board of Supervisors. We have been working with the City Administration on our budget making further reductions as requested by the Board of Supervisors. Miss Cassedy is attending a hearing of the Board of Supervisors today to try to prevent the laying off of more temporary personnel.

Report of the Juvenile Hall Committee - Mrs. Caesar

Mrs. Caesar noted that during the summer her Committee conducted a series of inspections, conferences and interviews. They have completed their research and expect to present their report in October.

Mrs. Caesar attended the CPPCA Conference in Palo Alto and was pleased to see the Juvenile Court and Juvenile Justice Commission well represented at the meeting. In August, she visited the Youth Service Bureau and Juvenile facilities in San Diego; the latter now in process of reorganization. Many positive aspects of the youth programs were pointed out in her review of a day long facilities tour and consultations in San Diego. Mrs. Caesar also visited the Youth Services Bureau in Pacifica and the Watoto Project in East Palo Alto, and suggested that as many

members of the Juvenile Justice Commission of San Francisco as possible should visit these two youth projects.

Committee Assignments: Mrs. Caesar, Detention Control Committee
Mrs. Starratt, Comprehensive Emergency Services Planning

The meeting was adjourned at 2:25 P.M.

RESPECTFULLY SUBMITTED,

Joan D. Dickey
Secretary to the CPO

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES

October 2, 1975

The meeting was called to order by Chairman, Msgr. Peter Armstrong, at 12:35 P.M.

Roll Call:	Commissioners Present	Absent
	Msgr. Peter Armstrong, Chairman	Mrs. George Ballou
	Mrs. Lois Caesar	Mrs. Ruth Drossel
	Mr. Louis Maldonado	Mr. Howard Freeman
	Rev. Don Mayberry	Mr. Charles R. Greenstone, Sr.
	Mr. Paul Chow	Mrs. Ellen Starratt
	Mr. Robert Figone	
	Mr. Thomas Lenehan	Staff
	Mr. Michael S. Salerno	Joseph J. Botka, CPO
	Dr. Edward A. Smith, Jr.	Jane Cassedy, ACPO

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Guests: Mrs. Marge Hills, President, Volunteer Auxiliary
Mr. Jim Buick, Mayor's Criminal Justice Council

Approval of the Minutes of the June 5, 1975 and September 4, 1975 Meetings
Mr. Lenehan moved that the minutes of the June 5, and September 4, 1975 meetings be approved as mailed. Mr. Salerno seconded the motion. M/S/P.

Correspondence - Mr. Maldonado
Invitations to the Tennis Dedication Luncheon on October 22 were distributed to the Commission. All Commissioners were invited to attend the NCEA picnic at Log Cabin on October 4.

Report on Detention Control Committee Meeting - Mrs. Caesar
Mrs. Caesar attended the Detention Control Committee meeting on September 18, 1975. This Committee is working to coordinate efforts on the part of the Juvenile Court, the Juvenile Bureau of the San Francisco Police Department, the Juvenile Justice Commission, the San Francisco Bar Association, and community representatives to comply with the new California Youth Authority regulations regarding detention population. New Probation Department units will begin operation on October 6, which are designed to reduce the entry of youngsters under the 600 and 601 Sections of the W & I Code into Juvenile Hall. The next Committee meeting is October 30. Mr. Figone will attend for Mrs. Caesar who will be out of town.

Report of the Juvenile Hall Committee - Mrs. Caesar
Mrs. Caesar presented the draft of the Juvenile Hall Committee Report to the Juvenile Justice Commission for approval. She specifically noted the sections dealing with the needed maintenance of the building and furnishings. Mr. Maldonado presented an addendum to the Juvenile Hall Committee Report which contains photographs of the entrance to the Reception Unit from the outside of the building and the exit from the stairway from the Reception Unit. The Committee recommended that a covering be constructed over the entrance area to protect visitors from the weather, and that more benches be provided to accommodate the visitors who sometimes wait for 20-30 minutes before entrance to visit their children. The safety barrier at the exit/entrance to the Reception Unit was suggested due to the lack of visibility of persons exiting from the area of cars being driven through the alleyway.

The Juvenile Hall Committee recommended a full-time Recreation Director position be considered for the new budget. They gave full support of the Medical Clinic's plan for extended services to children who have been in Juvenile Hall. They commended the Volunteer Auxiliary for extending its services to out-of-home placements. They commended the Director of Juvenile Hall for efforts in providing training to staff despite the lack of funding by the Board of Supervisors. The Juvenile Hall Committee report commented on the composition of staff with relation to minorities in the supervisory positions and recommended that the Juvenile Court administration seek ways to bring about proportionate composition, to provide working conditions conducive to remaining, and procedures which will assure an opportunity for advancement in the system. The Committee offered to work with the Juvenile Court administration and Civil Service towards this goal. A motion was made to amend the paragraph which deals with minority hiring to indicate that in regard to minority hiring, that it is a situation that must be rectified by changes in the Civil Service System and that the Juvenile Justice Commission is willing to participate with Civil Service to accomplish this end. M/S/P. Mr. Botka stated that Juvenile Hall is better staffed on a minority basis than most City departments, except on a supervisory level. The City is finding that federal grants hinge on a balance of minority employees. The report also brought the recommendation that two Juvenile Justice Commissioners be appointed of college-age as voting members and that a liaison member under 18 years of age, preferably representing the Youth Services Bureau, be appointed. The Juvenile Hall Committee also recommended that the Probation and Detention Services work closer together to comply with the new laws and create new approaches to the treatment of delinquency. Mr. Salerno moved that Mrs. Caesar be commended for her work in compiling the report. M/S/P. Mrs. Caesar asked that the entire Commission be involved in the implementation of the recommendations of the Juvenile Hall Committee. A motion was made to accept the report as amended and to authorize the Committee to proceed with proper assistance towards implementation. M/S/P.

Report by Rev. Don Mayberry on Hidden Valley/Log Cabin Ranch Committee

Rev. Mayberry reported that the swimming pool at Log Cabin is being used and the playing field has been put back into shape. A check-list has been devised for inspections of the Ranches and placement facilities and for general inspections. Mrs. Caesar moved the adoption of the "Guidelines for Inspection of Placement Facilities." M/S/P.

Report by Mr. Figone, Probation Committee

The Probation Committee will be meeting this month to discuss the services being offered to children on probation and a report will be submitted in November. Msgr. Armstrong suggested that the Probation Committee review private placements. Rev. Mayberry suggested that the reports from the various institution inspections from years past be used as a guide for review and updates made as necessary. Mrs. Starratt will be on Mr. Figone's Probation Committee.

Mr. Figone asked that in the future that reports submitted for approval at Juvenile Justice Commission meetings be made available to Commissioners a week in advance to allow for evaluation prior to the meetings.

Report by Mrs. Hills on the Volunteer Auxiliary Activities

Mrs. Hills reported that the Auxiliary has recently provided a grant for $75 for art supplies for an art student and also the tuition for a youngster to attend a parochial school. Stulsaft has given $9,000 to the Volunteer Auxiliary this year for programs. Preparations are being made for the Christmas gifts. Several

members of the Auxiliary attended a Child Abuse Clinic yesterday. There will be 21 San Francisco State College students who will act as tutors this term. The Auxiliary is working with Judge Mayer and the Youth Tennis Foundation to plan and present the festivities for the dedication of the tennis court in Juvenile Hall.

Report from the Chief Probation Officer, Joseph J. Botka

Mr. Botka asked Jane Cassedy, Assistant Chief Probation Officer, to report on the reorganization of the Probation Department.

Miss Cassedy reported that an effort was made to plan the reorganization with the individual probation officer preferences in mind and many meetings and individual consultations were held before the actual reorganization was completed. The Judge has agreed to reorganize the Referee's Calendar to coincide with the new division assignments. The Probation Department will be divided into four major divisions functionally related to the Juvenile Court Law. One Division will be concerned primarily with 602 cases (law violations); it will consist of three units, two will serve geographic areas, North and South of Market, and the third will be a Court Officer Unit. The second Division will deal with Home Supervision cases with North and South of Market and the San Bruno Avenue Field Office. The third Division will involve dependent children with two new units called "Court Protective Services Outreach Intake" and "Court Protective Services Follow-Up." The Outreach unit will have a team consisting of a probation officer and a DSS worker who will work together on cases making home evaluations and where necessary working with the Juvenile Bureau and Department of Public Health. Also servicing this Division will be the Special Services Unit. The fourth Division deals with Placement and Pre-Placement Units and will consist of the County and Private Placement Units, the Girls Treatment Center and the Family Crisis Intervention Unit. The Family Crisis Intervention Unit will begin operation next Monday, October 6, 1975. It will operate at YGC from 8:00 A.M. to 10:00 P.M., Monday through Friday. Alameda Co. has succeeded in reducing its 601 filings by 75% by operation of such a Unit. If the Police bring the child to the Youth Guidance Center for a "601", he will be delivered to the Probation Department, and not Detention. Services of the Youth Services Bureau will be utilized after it becomes established.

Mr. Botka announced that Tom Spillane had returned as Business Manager; Mrs. Ann Billyard is now the Research and Programs Coordinator.

Mr. Botka announced that the Third National Conference on Juvenile Justice will be held at the San Francisco Hilton in February 1976. Commissioners who would like to attend were asked to contact Mr. Botka.

Mr. Botka will be in San Diego for the Volunteers in Probation Conference from October 12 through 16, 1975.

New Business

Msgr. Armstrong announced that Gil Negrette will inspect the Juvenile Hall on October 28. Mrs. Caesar will not be in town but stated that during the last inspection, it was decided that the Juvenile Justice Commission would not accompany the CYA inspector during an inspection.

Mr. Jim Buick of the Mayor's Criminal Justice Council, attended today's meeting to represent the Youth Services Bureau and announced that a law has now been passed allowing youth to serve on a Board such as the Youth Services Bureau. Work on implementing the Youth Services Bureau Project will begin in earnest now that the Youth Services Bureau Board is legal.

Mr. Salerno asked that a report be given to the Juvenile Justice Commission regarding the escape last weekend.

Mr. Salerno made a motion to adjourn the meeting at 2:00 P.M. M/S/P.

RESPECTFULLY SUBMITTED,

Joan D. Dickey
Secretary to the CPO

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE JUSTICE COMMISSION

INSPECTION REPORT OF_____ON_____
NAME OF FACILITY DATE

NOTE: Review "Evaluation Procedures for Guidelines" prior to your inspection.

EVALUATION OF PHYSICAL FACILITIES	Excellent	Fair	Not Acceptable	COMMENTS
1. General physical appearance, i.e., gardening, paint, windows, and screens				
2. Condition of laundry facilities				
3. Condition of children's sleeping quarters				
4. Kitchen and storehouse area				
5. Dining hall				
6. Inside recreation area				
7. Outside recreation area				
8. All toilet areas				
9. School classroom area				
0. Physical clothing and appearance of children				

ABORATE ON ANY OF THE ABOVE OR ADD COMMENTS ON OTHER PHYSICAL CONDITIONS THAT OME TO YOUR ATTENTION ON THE REVERSE OF THIS PAGE.

INSPECTION REPORT OF _____ ON _____
NAME OF FACILITY DATE

EVALUATION OF PROGRAM	Excellent	Fair	Not Acceptable	COMMENTS
1. Impression of education program				
2. Use of Volunteers				
3. Child counseling program				
4. Medical services				
5. Communication to probation officer and the Judge				
6. Provision for staff training				
7. Impression of the relationship of staff to children				
8. Staff administrative supervision for services provided to children				
9. How does staff handle discipline				
10. Involvement of children in the ongoing program				

MAKE ANY ADDITIONAL COMMENTS OR OBSERVATIONS DESCRIBING ANY ASPECT OF PROGRAM THAT YOU FEEL SHOULD BE EXPLORED FURTHER WITH STAFF OR THE CHIEF PROBATION OFFICER ON THE REVERSE SIDE OF THIS PAGE.

_____
SIGNATURE OF JUVENILE JUSTICE COMMISSIONER

ANNUAL REPORT - JUVENILE HALL COMMITTEE
OF THE
SAN FRANCISCO JUVENILE JUSTICE COMMISSION

October 2, 1975

The Juvenile Hall Committee, having made, during August, 1975, one comprehensive inspection of Juvenile Hall, with prior unit checks and subsequent follow-through inquiries, submits the following report:

The Cottages

The walls of the corridor off "B" Cottages, are collorfully painted by detainees, directed by Artist Ruth Asawa, who certifies they will not fade, although that outside shall in two years. These colors vivid and attractive are a reminder of a commendable form of psychiatry.

B-2 Cottage renovation, which includes new glass windows and a forced-air blower for room ventilation, is yet arrested. Presently, only the school here is in use. Committee inquiries brought mixed reasons; all, however pertaining to financing.

In B-3 Cottage with 31 youths and 3 Counselors, equipped with 20 rooms of 2 beds each, the floors of rooms and bath were clean and facilities appeared sanitary, however, some floor tile is worn and light fixture covers are missing. The wooden kitchen cabinet needed cleaning. We have recently ascertained that the cottage population has been adjusted to conform to new laws requiring one detainee per room.

B-4 Cottage, where 23 boys were attending school at time of visit, was found clean, the facilities in working order. There were, however, some eleven ceiling light fixtures missing and one window in shower appears shattered. We have already brought to the attention of Assistant Director Bailey the hazard of school room seating, i.e. chairs facing window between teacher there and only exit door.

In B-5 Cottage, 23 boys in residence were watching an educational movie. Here, in this latter addition to Juvenile Hall, each room has bath facilities and only one bed. The windows are block-type glass composition for a total 25 rooms. The facilities were very clean.

The Girls Cottages - Girls Center

G-2 Cottage with 17 girls is colorfully painted and well maintained. The garden outside is a special pride of the detainees, who, themselves, maintain it. This committee feels that other cottages would profit from such a project/activity and recommends this type project against the laze of TV watching. There is one shattered wire window opposite the entrance to the Reception Unit.

G-1 Cottage is colorful and apparently comfortable; the wooden kitchen cabinet appears in need of painting; otherwise, facilities and floors were spotless.

W-2 Cottage, at the time of our visit--an open setting--was being used for older boys awaiting placement. Some 14 rooms characterize this cottage.

It is important to report that there are some eleven shattered wire windows in the corridor leading to the shelter cottages.

The Girls Center with 15 girls for fifteen rooms was colorful in a home-like atmosphere. Attention, however, to the fact that there is no circulation; the covers of the intake and exhaust ducts are missing. One wire window is shattered. The girls maintain a clean kitchen and floors throughout. A problem is posed by a portable washing machine in the kitchen-drainage outlet via one kitchen sink, unsanitary and illegal. A vegetable garden outside is commendable for the girls, and the atmosphere of quasi-independence is relaxing. However, on-going projects, at all times, are urged for girls of this maturity. During our visit three girls returned elated and proud from an early morning fishing trip. Others sat on the floor after lunch, restless and irritably with cards. Materials for making new drapes and spreads for their personalized rooms could employ them to advantage; this and other crafts are recommended.

Maintenance of Juvenile Hall

Although the matter of needed painting and repairs has been brought to the attention of proper persons; in spite of budgetary problems, this committee emphasizes these needs in this report in order to stress the fact of necessary relaxation of budget where children are concerned.

Furnishings

During the summer months, this Committee circulated requests to member Commissioners to make contacts on behalf of furnishings for Juvenile Hall. Response was negligible. Shortly, the committee expects to take a new tack, in this respect.

Exterior

Accompanying this report are photographs and suggestions, courtesy of Commissioner Maldonado, whose observations, uniquely called to our attention 1) danger to visitors and to staff being struck by an approaching automobile; 2) discomfort and exposure to weather of visitors waiting at Admissions as long as twenty minutes.

These reparations as indicated by the photographic compilation are hereby recommended by this committee.

Food - The Kitchen

Chef Clifford Johnson personally conducted our tour of the kitchen and Food Department. We observed a staff of 6 men and 2 boys preparing lunch. In this kitchen we found well kept stainless steel equipment and bright clean tile floors. In three other sections--for broiling, for cutting up meats, and for preparing pastries and bread--we found, likewise, impeccable sanitation and cleanliness. It was ascertained that no food served in cottages is returned to the kitchen. A sample menu is attached which indicates not only the variety and balance of diet for detainees, but defines four steps demanded of the Chef by Administration.

The Gymnasium - Recreation

There are two adjoining facilities, a Girls and a Boys Gymnasium. They are beautiful auditoriums and should be used more often, possibly for festive functions planned by a full time Director of Recreation. The present Director

Kitchen

serves as a Counselor, part-time. Ten girls under Counselor supervision were playing baseball outside when we visited.

The Tennis Court is completed and shall be dedicated soon. In the matter of a wider variety of types of sports for recreation, this committee concurs with the recommendation of the 1974-75 Grand Jury report. This Committee recommends, further, a full time Recreation Director who is innovative and creative in planning activities for detainees, their families and the communities.

The Laundry

The apparent small quarters of our lauhdry, which serves both ranches and Juvenile Hall, seem quite adequate to the demand, and this is due in large part to the managerial expertise of Baron Jones and the yeomanly staff of five (3 of whom are CETA), who maintain a neat, clean shop.

The Medical Clinic is equipped with staff and facilities capable of servicing as many as six patients at one time: medical examination, a full review of case history and treatment, as indicated. A medical evaluation form is attached. We were informed that psychiatrists, Drs. Irvine and Paris, have made themselves available to see patients personally. Dr. James Hom and one dental hygienist provide dental care to an average 36 children per week. Dr. Richard Brown, Medical Director, has devised an excellent program for medical care follow through in the community following detention.

This Committee recommends full Commission support of this plan.

The Volunteer Auxiliary continues with supplementary activities, including field trips and other outings. Commendable is their deploying volunteers now to the placement homes, to supplement the out-of-home placement program.

Staff

The 1974 Inspection committee, as did the CYA Inspection Officer, had urged launching of staff In-Service Training. This 1975 Committee is pleased to report that through ingenuity and much application, the Director, Robert Foote, and Staff did develop and initiate its first training sessions covering 12 weeks, for which supervisorial staff, principally, prepared and did conduct. We emphasize that this was accomplished by the Director and Staff on their own initiative and time, without recompense, and in spite of CYA insistence without prospect or promise of compensation. This Committee commends this accomplishment and commends future plans for a more extensive project during this Fall season.

In a series of field trips, Juvenile Hall Staff members have engaged in on-site consultations of juvenile facilities and programs of four neighboring counties, and have attended Commission meetings in two of these. Now, from Alameda, Contra Costa, Marin and Santa Clara Counties, the staff has on-site information and materials with access to similar such from San Mateo County. Here, again, we commend the Juvenile Hall staff for these educational trips made possible by sacrifice on the part of staff, who agreed, without compensation or overtime, to doubling up their duties, in order to free other staff members to make the field trips. In joint meetings with this Committee, the staff has discussed and

assessed their fundings, as with their Director, also. We further commend the staff for its clearly demonstrated insight into manifest adaptabilities, directions and creative innovations.

Composition

In Juvenile Hall, this Committee has observed a dearth of minority employees, especially on the supervisorial level. We have been advised, and the 1974-75 Grand Jury concurs, that there are no qualified minorities available. This committee has determined that other City departments have qualified minority employees, as do other Bay Area counties; and opines that in an institution as ours, beset with many problems, we try a little harder and do a little more. In this instance, we must make manifest a more conducive atmosphere, exert more effort to include qualified minorities, make it more desirable their remaining and more assuring their advancement within the system. To fail to do this is to fail in our stated goal here for delinquents which predominance is minority background, and for whom, in total, our services constitute a consummation of substitute parentage. As substitute parents, we provide food, clothing, shelter, education guidance--authority for children--many from one-parent homes--whose response may evolve more favorably through a parent-type identifiable for him.

Therefore, this committee recommends rectification of the staff-employee situation with re 1) proportionate composition, 2) working conditions conducive to remaining and 3) in regard to procedures assuring opportunity of advancing in the system. Herein the Committee recognizes that rectification must come through change in the Civil Service System and for this, this Juvenile Hall Committee within the Juvenile Justice Commission, and therefore the Juvenile Justice Commission, expects to cooperate with the Civil Service Commission to this end.

Dependents and some status offenders are being removed from Juvenile Hall to placement in the community. This compliance with recent legislation is reducing the total population in Juvenile Hall, as in all other counties visited, and shall be causing shifting of staff.

This Committee recommends:

1. That in-depth programs with community extension and penetration, similar to other counties be devised and activated to assure continuity of employment and to ease the tensions of the changes;
2. That subsequent employment be made on the usual qualifications, with additional emphasis on versatility in the Arts and Crafts. A staff-person, qualified to instruct/direct in various forms of the Arts and Crafts will be able to maintain high productivity-activity atmosphere at all times engaging the detainee.

This Committee appreciates the accord and free exchange achieved in the meetings and field trips with upper echelon staff members this Spring, and feel it likewise important to know others on the Counselor level. This Committee recommends regularly scheduled meetings of Counselor staff; and that intelligence be transmitted to this Committee, who may be invited to attend also.

Peers

The Committee feels that interviewing detainees during inspections requires a supplement for easy communication and this on the Peer level. In other matters of Commission work, the Committee views the prospect of a new and refreshened point of view from the youthful peer-group Commission members, who take seriously Committee assignments, and who do naturally identify with peers in trouble. For these and other obvious reasons, this Committee recommends two (2) slots be reserved for two college age voting members from age eighteen, these members to be chosen preferably from students with an expressed inclination in Criminology.

This Committee further recommends that an invitation be extended to a high school age youth under eighteen, to become a Liaison member without vote. It is recommended that this liaison member be a member of the Youth Service Bureau, first of all, or the Youth Coalition, if the Youth Service Bureau is inoperable at this time.

Goals - Programs

In view of the momentary challenge before us, the preceding inspection may fall routinely academic, if not obsolete and futile. The Goal of Juvenile Hall as expressed to this Committee is to see that a detainee does not return. This is an admirable prospect. On the other hand, this Committee has pulled the cards of detainees. The funding is an apalling percentage of recidivism. This indication is a social commentary which demands cooperation of all agencies; but which demands, first of all, the unqualified teamwork of the two related departments in Youth Guidance Center, Probation and Detention. Therein must be 1) an unequivocal agreement of philosophy and goals, 2) thoroughly planned programs, 3) with agreed programs comprehensively articulated and procedures detailed.

This Committee therefore recommends:

1) That Probation and Detention cooperatively articulate a common philosophy with goals

2. Launch intensive study of program planning for compliance with laws, local and state, and within projection of new Federal mandates

3) Create innovations and delineate programs, tailored to our unique situation with detailed procedures, all of which shall utilize talents, skills and services of both departments in teamwork after these stated goals.

In this, the Juvenile Hall Committee stands ready to assist and to support in every way as needed and possible.

RESPECTFULLY SUBMITTED,

Mrs. Lois T. Caesar, Chairman
Mr. Paul Chow
Mr. Louis Maldonado
Edward A. Smith, Jr., M.D.
Mr. Michael S. Salerno

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES — November 6, 1975

The meeting was called to order by Chairman, Msgr. Peter Armstrong, at 12:38 P.M. Msgr. Armstrong introduced Miss Lou Webb to the Juvenile Justice Commission; she had just been sworn in as a Juvenile Justice Commissioner on Monday, November 3.

Roll Call:

Present:	Absent:
Msgr. Peter Armstrong, Chairman	Mrs. Richard Caesar
Mr. Louis Maldonado	Mrs. Ruth F. Drossel
Rev. Donald Mayberry	Mr. Howard Freeman
Mrs. George T. Ballou	Mr. Robert Figone
Mr. Charles R. Greenstone, Sr.	
Mr. Thomas Lenehan	Staff:
Mr. Michael Salerno	Judge Francis W. Mayer
Mr. Paul Chow	Joseph J. Botka, CPO
Mrs. Ellen Starratt	Jane Cassedy, ACPO
Miss Lou Webb	Nadia Stafford, Sr. Supervising P.O.
Dr. Edward A. Smith, Jr.	Tom Spillane, Business Manager
	Robert Foote, Director, Juvenile Hall
	Charles Stewart, Superintendent Buildings & Grounds

Guests: Jim Buick, Mayor's Criminal Justice Council
Mrs. Marge Hills, President, Volunteer Auxiliary
Miss Laura Grandin, Volunteer Probation Aide
Elizabeth Youhn, Delinquency Prevention Commissioner

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Approval of Minutes of October 2, 1975

Mr. Greenstone moved that the minutes of the October 2, 1975 meeting be approved as mailed. M/S/P.

Report from the Volunteer Auxiliary - Mrs. Marge Hills

Mrs. Hills reported to the Commission on the expenditures of the Volunteer Auxiliary for this year. The tennis court dedication took place on October 22, and two tennis instructors are now working with the children in detention and the Girls Center and W-2. The Christmas room will open soon.

Judge's Corner

Judge Mayer welcomed Lou Webb to the Commission. Msgr. Armstrong announced that Mr. Freeman had requested that he not be reappointed to the Commission. Judge Mayer discussed the recent publicity regarding escapes from Youth Guidance Center and stated that there is no conflict between the Juvenile Court and the Police Department. Captain Bruneman and the Lieutenant from Taraval Station will meet with Mr. Foote and Mr. Botka regarding handling of escapes from Juvenile Hall. Judge Mayer commented that he had dedicated the tennis court to James B. Moffet, "Mr. Tennis."

Juvenile Hall Committee Progress Report - Mr. Charles Stewart, Superintendent of Buildings and Grounds

The covering for the area outside the Reception Unit will be constructed in the near future. Public Works has given assurance that the suggestions of the Juvenile Hall Committee will be implemented. The safety barrier for the area leading from the Reception Unit to the driveway will be constructed within the next few months. The most practical solution to limit access and egress from

the B-5 hallway will be to change the lock. The door cannot be blocked because of fire protection problems.

Probation Committee Report - Ellen Starratt

Mrs. Starratt reported that the Probation Committee had met with Jane Cassedy and her Sr. Supervisors and staff from Placement to discuss placement facilities utilized by the Juvenile Court, and the progress of the Family Crisis Intervention Unit.

Report on Inspection of Hidden Valley and Log Cabin Ranches - Rev. Mayberry

Rev. Mayberry reported that his report on his inspection of the two Ranches will be ready for the next meeting.

Mr. Botka commented that the recent Health Department Inspection reports will be made available to the Committee members by the next meeting. The reports indicate an improvement in conditions since the last inspection.

Report on Detention Control Committee Meeting - Mrs. Starratt

Mrs. Starratt reported that at the last Detention Control Committee meeting, our detention census indicated that we were holding 30 children less than we had at this time last year. We must be able to meet the new CYA Standards for detention by 1978. When our resources are such that we can cope with 601's outside of Juvenile Hall, we will be able to make a policy statement that we will not hold 601's in Juvenile Hall. Any policy decisions on 601's should be brought before the Juvenile Justice Commission before discussion with the Detention Control Committee. Ellen Starratt made a Resolution that: "When alternative resources for 601's are developed, the Juvenile Justice Commission, together with the Juvenile Court Judge and the Chief Probation Officer, will consider a policy statement regarding the handling of 601 cases in San Francisco." Seconded and passed unanimously.

Report from Ellen Starratt re Trip to Singapore

Mrs. Starratt reported on her recent visit to Singapore, noting that their problems and goals, and possible solutions, were very much like our own. One of their programs is an attempt to return to the neighborhood-center type of decentralization of power. Singapore has a low unemployment rate so that the problem of finding a job for a youth is much easier than in San Francisco.

Report on Junior League of Oakland's Conference in Contra Costa, September 16 - Ellen Starratt

Mrs. Starratt reported that she attended this conference and learned that Contra Costa is utilizing their Community College District as a training resource for probation staff. Mr. Botka reported that we are also utilizing the services of the San Francisco Community College District for our own training programs and will be using them more as programs are developed.

Family Crisis Intervention Unit - Nadia Stafford

Mrs. Stafford reported that the Family Crisis Intervention Unit started operation on October 6. They deal basically with new 601 cases and are open 7 days a week. Today's Juvenile Hall census indicates that there are only four 601 cases being held in detention. The emphasis of the program is to have the parents take responsibility for their own children. The whole family receives counseling. Alameda County has provided us with some training.

Emergency Care for Dependent Children - Jane Cassedy

Beginning November 3, we began operation of a collaborative arrangement with D.S.S. Each day, one member from the Protective Services Staff of D.S.S. comes out here and works with a P.O. and they receive all complaints on neglected and abused children for that day. On the following day, these same two individuals go out in a D.S.S. automobile to investigate the referrals. There are six teams altogether, working one day a week, with a back-up team for emergency assistance. Presently they operate during normal working hours; regular P.O.'s on the night desk in Juvenile Hall take complaints for C.E.S. and follow-up occurs on the following day. The Police Department has been very cooperative and has provided the assistance of an officer for cases regarding sexual molestation and child battering. Referrals come from all sources.

Auto Crisis Committee - Lou Maldonado

Mr. Maldonado reported that there is a serious problem with transportation. An Auto Crisis Committee met which consisted of administration, probation staff, union representation, and the Juvenile Justice Commission. The condition of most cars is such that a major problem is developing. The CHP has abandoned its car inspection program, but we may be able to get some help from OSHA regarding a safety check. This Committee will meet again next week and work toward a possible solution. We have received authorization from the Auto Shops to have the Ranch cars serviced at the Auto Shop in Log Cabin Ranch School. Msgr. Armstrong suggested that the officer who inspects the school buses for the CHP might be requested to inspect the Court cars since they involve the transportation of children.

Report on Status of Youth Service Bureau - Msgr. Armstrong

Msgr. Armstrong announced that Mr. Tim Dupre will be the new Executive Director of the Youth Services Bureau. Work on the implementation of the project will now move more swiftly.

Report from the Chief Probation Officer - Joseph J. Botka

Mr. Foote was asked to report on the recent escape problems. Much of the problem the police were having was centered around terminology; our definition of an escape from Juvenile Hall is: "A youngster fleeing the detention area;" contrary to the Police definition of escape, which is: "Any youngster who leaves the Youth Guidance Center is an escapee." There were 14 incidents involving escapes of 27 youngsters this year. There were another 50 youngsters who were classed as "walkaway's" from the open units. The Counselor involved in the escape of the 10 juveniles was terminated after he recovered from his injuries since his inattention to procedures led to the escape. The most immediate precaution has been the plan to change the lock on the exit outside of the B-5 hallway. We met with the Juvenile Bureau this morning and are going to meet with the officers at Taraval Station and redefine our needs and their responsibility in the investigation of our escapes.

Mr. Botka commented that through Mr. Salerno, we developed a project proposal for a better communication system, but money has not been made available for this improvement in security. We will put it into our next budget. We have had nine Counselors hospitalized this year due to incidents with youngsters. We need more training for the staff to help improve their performance and increase

safety and security. Mr. Foote noted that a check of the Civil Service status of the Counselors showed that there were only 12 permanent staff, 14 were on probation, and the remaining staff were all temporary.

A motion was made by Mike Salerno to adjourn the meeting at 2:30 P.M. M/S/P.

RESPECTFULLY SUBMITTED,

Joan D. Dickey
Secretary to the CPO

REPORT FROM ELLEN STARRATT, JUVENILE JUSTICE COMMISSIONER November 6, 1975

RE: TRIP TO SINGAPORE

While in Singapore on my recent trip to South East Asia, I had the opportunity to interview Mr. N. V. Veloo, Chief Probation and Aftercare Officer for adults and youths and tour the new courthouse with Juvenile Court Judge Chang. Following are the notes of my interesting morning with Chief Veloo.

Because of an upsurge in juvenile delinquency since 1971, the government recently set up three Commissions:

1. Juvenile Delinquency
2. Prison Reorganization
3. Drug Abuse

The first two reports are in and policy is being formed and changes made. The third is due shortly.

Since 1960 there has been a social work approach toward the probationers when the basic program was first set up. They gave this approach a ten year try and are now re-evaluating it. The department asked itself what a normal citizen would consider minimal standards. The minimal standards include the ability and responsibility to have a job and provide for himself and/or others. The Probation Department hopes by a work method to make the probationers and prisoners more responsible.

The new policy has incentives and decentives and although progressive, it is now more punitive.

They utilize three categories of clients: 7-16, not incarcerated too often, and if so, in boy's home or "institution,"; 16-21, and 21 and older.

Above -16 prisoners are paid a daily wage for work. Out of this money they must pay for room and board and also provide for their families at home if necessary. There are prison industries with contracts that compete with other businesses.

Mr. Veloo stated that if a prisoner desires to change, he can get help, but if not they are more punative, which might include caning. (I was unclear but I thought that those that might be caned had committed crimes of robbery and violence.) He also said, "Given the chance, they can reform." Because of Singapore's limited manpower resources, the City can't afford drug addicts or "do nothings."

Juvenile delinquent problems are usually family problems. It is "dysfunctioning." The goal is to strengthen the family. Therefore, the Probation Officer will spend more time with the family than the juvenile, trying to identify the problems. In Singapore, they "don't hand out gold coins," they teach self-reliance. The people may be highly governmentally subsidized (housing-medical) but everyone is charged at least a dollar; their philosophy, "Nothing in life is free." There is only 2.3% unemployment in Singapore. Some of the boys are more affluent than in previous years, and are not prepared to do menial labor. The problem is how to get boys back to work?

Because 60% of their population is under 22, planned parenthood is now strictly enforced by fine. A family is allowed to have only two children.

Singapore, a fairly new country, "shops" around for the best system, studying the successes and failures of others.

School dropouts are a large problem, so one new idea the Probation Department is developing is a "safety net." This program is not in operation yet but hopes to be soon. There will be compulsary registration for all dropouts at a "Youth Guidance and Employment Board." These people will test and counsel all dropouts and decide to 1) send them back to schoo, 2) send them to vocational school, 3) help find them employment. There are 14,000 dropouts now. Some do go to night classes but this new program will be the primary preventive level to assist in cutting back juvenile delinquency. As usual, the problem now is money and resources, to get the program started.

The Probation Department is concentrating on second offenders. The recidivism rate is 28% and a recent study showed 20% end up in prison after 10 years. Categories of offenders:

60% are responsible but reacting to authority and just need guidance
30% their coping mechanisms are weak
10% mentally retarded.

The government can't support a large number of P.O.'s. Caseload and training are based on the "ideal caseload." In taking a look at how to handle the heavy caseload, considering whether to use new or different methods, possibly less modalities, they decided to initiate a second idea of neighborhood service centers which will be responsible for crime in their areas. They will use a functional and multifocal approach, trying to get the community to recognize the needs of offenders, and organizing a citizens consultative committee with community leadership in neighborhood centers, including school principals. They would like to involve the religious and industrial areas. At the centers, they hope to have social and family activities. I think that Chief Veloo said that the P.O.'s presently meet their probationers in their neighborhoods, only the really serious ones are met at the Central Office for a concentrated effort.

At the neighborhood centers, they will have volunteers, carefully selected and trained by P.O.'s in cooperation with the University. Volunteers will have only powers of supervision but should have the ability to "be creative and have warm relationships." Volunteers will have one-on-one contacts with one family or child. Using volunteers at the centers will avoid role conflicts with P.O.'s. The P.O.'s at the center will be involved in mostly remedial and preventive work.

Non-offenders and dependents are handled by social welfare so as not to stigmatize. Probationers are seen once a week for the first six weeks with an individual approach. The method used is a cost-effect approach. They look for certain values, have the youth start a savings account, attend school, help support the family. If the child will not go to school and is not trying to do the things laid out by P.O., he is 1) brought before the Judge for a warning, 2) recalled to Court, 3) committed to an institution and fined.

There is a Youth Guidance Center for Beyond Parental Control youngsters. From 16-21, they are volunteers to a program, but under 16 the Court can also take

action to involve a youth in a program. The youth is tried in voluntary supervision, but if parents abdicate their responsibility, they are ordered by the Judge to go to agencies entering into a bond.

The drugs seen most often are heroin, methadone, marijuana and gunja (another form of marijuana). Two years ago the government closed many of the discoteques (age limit 18) where much of the selling took place. Addicts and gamblers work their way out of prison. They are put to work to help pay their fine. An addict can be detained and sent to treatment by the Director of Narcotics without going through the Court. Drug addicts who turn themselves in (volunteers) are protected from present and later prosecution.

A panel of lay advisors advises the Juvenile Court. Two of these citizens sit on the bench with the magistrate. There is a rotation system for their participation. The P.O. and advisor may meet together in chambers with the magistrate before the hearing. The prosecutor is a member of the Police Force (a Policewoman). Occasionally the defense attorney also meets in chambers. The defense attorney seldom argues against the Judge. "All is decided for the good of the youth." Dispositions for juveniles are always handled by the Juvenile Court but any Court can handle the verdict. Murder would be tried in a high Court with an adult accomplice if there was one. Detention hearings must be within 24 hours and they have a 6 day work week. Families must post bonds.

A Probation Committee discusses policy matters and interdepartmental problems and is where new overall programs are first heard. It is composed of all heads of departments: Chairman, Chief Justice; Secretary, Chief P.O.; Representatives of Police, Prisons, Lower Court Judges, Magistrate of Juvenile Court, Director of Social Services, Panel of Advisors Committee. There are two sub-committees of this larger committee, Juvenile and Adult. Representatives of the various departments review cases that are on parole and probation including six months reports.

FAMILY CRISIS INTERVENTION UNIT
SAN FRANCISCO COUNTY PROBATION DEPARTMENT

The Family Crisis Intervention Unit of the Probation Department has been established to provide intensive casework at the point of intake with minors and their parents where the basic problem appears to revolve around dissension and distress in the family which causes severe conflict between the minor and his parents. The goal of the unit is to divert as many of these cases as possible from the court process and to focus the responsibility for change and treatment back to the family unit where it really belongs.

Primarily the types of cases which come to the attention of this unit involve first timers where parents or Police request admission to Juvenile Hall for incorrigibility, runaway, truancy (all 601 offenses). Cases where the minor is on formal or informal supervision will be processed by the Supervision Units.

This unit is prepared to deal with any families with children in acute crisis, but prefers that these referrals be made through other agency personnel (i.e., Probation, Police, School or Welfare) in order to obtain some prior screening of the situation. Staff will deal with problems of control between parents and their children as well as crisis situation to deal with the "here and now" elements which might result in more serious acting-out behavior if intervention were not attempted.

Basically, the approach utilized is one which attempts to define, isolate and clarify the areas of conflict. Then an attempt is made to help the family work out resolution commensurate with their own goals and needs. Because we are a crisis-oriented unit, we can only offer five interviews per family, but the hope is that the family can be helped to start dealing with their own problems fairly early, thereby saving the extra interviews for further intervention when things get difficult again. When it becomes apparent that long-term therapy is needed, the goal of the unit then becomes one of urging the family to seek such help and to facilitate this process.

Again, the primary goal of this unit is to PREVENT delinquency by getting to the root of an individual's acting-out early enough to facilitate the needed change. To isolate this individual, who is simply acting out a total family's pain, is wasteful for both the worker and the family. Hopefully, working with the total family can alleviate or modify situations that have caused dysfunctional interaction in the past, thus establishing a more functional pattern for dealing with future distress.

STAFF MEMBERS:

Mallyn Bloch	Gary Moline
Paula Davis	Marva Pritchett
Fred Donworth (Senior)	Nydia Rosales
William Higgins	Judith Schmitz
Arthur Marder (Supervisor)	

HOURS - DAYS OF WEEK: Provide daily coverage from 8:30 A.M. to 10:15 P.M.
Weekends 11:30 A.M. to 10:15 P.M.

PHONE NUMBERS: Days: 731-5740
After 5:15 P.M. and Weekends: 731-5742

JUVENILE JUSTICE COMMISSION MEETING

MINUTES December 4, 1975

The meeting was called to order by Vice-Chairman, Lois Caesar, at 12:35 P.M. Judge Mayer introduced Miss Laura Grandin to the Commission. She was sworn in as a Juvenile Justice Commissioner prior to the meeting today. Laura is a student at U.S.F., majoring in Sociology and plans further studies for a doctorate. She has been working with Susan Pappas and Judy Hogan as a Volunteer Probation Aide.

Roll Call:	Present:	Absent:
	Lois Caesar, Vice-Chairman	Msgr. Peter Armstron, Chairman
	Louis Maldonado	Rev. Don Mayberry
	Paul Chow	Mrs. George T. Ballou
	Robert Figone	Ruth F. Drossel
	Laura Grandin	Thomas Lenehan
	Edward A. Smith, Jr., M.D.	Michael Salerno
	Ellen Starratt	
	Lou Gelfand Webb	

Guests:	Staff:
Tim Dupre, Executive Director, Youth Services Bureau	Judge Francis W. Mayer
John Kearney, Principal, Court Schools	Joseph J. Botka, CPO
Marge Hills, Pres.,Volunteer Auxiliary	Jeanne Bailey, Asst. Director, Juvenile Hall
Elizabeth Youhn, Delinquency Prevention Commission	Don Benz, Sr. Sup. P. O.
	Tom Spillane, Business Manager

Judge's Corner

Judge Mayer announced that it was the final meeting for Paul Chow and Charles Greenstone as Juvenile Justice Commissioners, since the Commission By-Laws prohibit appointment to a fourth term. The Judge thanked both Commissioners for their many years of faithful service to the Juvenile Court.

Judge Mayer reported that he had attended the presentation ceremony at which Msgr. Armstrong was presented with the "Christ the King Award." St. Ignatius yearly awards this honor to an alumnus who has made an outstanding contribution in public service. Msgr. Armstrong has also been named the "Padre of Children" by the National Catholic Youth Organization.

The Judge and Mr. Botka visited the Karl Holton School of the California Youth Authority in Stockton. Judge Mayer encouraged the Juvenile Justice Commissioners to visit the CYA facilities in Stockton in the near future.

Since we can no longer use State Hospitals for emotionally disturbed children, the San Francisco City and County will have to provide its own treatment program and facility to deal with these children. A special committee has been formed to work out the details of the plan for coping with this problem. The Judge urged the Commission to become involved in this program.

Paul Chow followed with re his pleasure in service on this Commission and gave assurance that his support of the Court continues.

Approval of the Minutes of November 6, 1975

Mr. Figone moved that the minutes of the November 6, meeting be approved as mailed. M/S/P.

Old Business

Juvenile Hall Committee: Mrs. Caesar reported that in January there will be a progress report. The Juvenile Hall Committee has contacted a moving and storage company which

takes care of evictions for the City; they have donated a Television set and will be offering other furniture that we can use. Commissioners were reminded of the desperate need of Juvenile Hall for furniture and of the fact that donations are tax deductible.

Mrs. Caesar reported on her recent visit to the Chicago and Detroit Juvenile Courts. She also visited the Detroit Head Start program which is a 10 year program operated by the Detroit Board of Education.

Hidden Valley-Log Cabin Ranch Inspection Report: Rev. Mayberry was unable to attend today's meeting, but has submitted his report for review by the Commission and for discussion and approval at the January meeting.

Probation Committee: Mr. Figone asked Mr. Botka what could be done about the Basic Skills Project funds. Mr. Botka suggested that Mr. Figone urge Supt. Alioto to write to Governor Brown requesting immediate funding and release of the contract to start the program.

Mr. Figone's Committee met with Probation Staff concerning private placements. The objective of the Committee will be to assist the Placement Division with any problems they might have with placements. Lack of facilities close to San Francisco which can meet the particular needs of clients continues to be a problem. Mr. Botka invited a member of Mr. Figone's Committee to attend a meeting of the Bay Area Placement Steering Committee to observe the rate-setting process first-hand. Follow-up upon return to the community to see if the placement actually did benefit the child was discussed. Mr. Figone has agreed to attend the next meeting of the Bay Area Placement Steering Committee.

New Business

Report on Youth Services Bureau - Tim Dupre, Executive Director

Mr. Dupre has been selected as the Executive Director of the Youth Services Bureau. He is currently seeking office space and organizing his staff. This $205,000. project has a fee-for-service-bank component which will allocate $105,000 to community agencies for their services to clients referred by the Youth Services Bureau for counseling. Youth will be directed to the YSB by the Juvenile Bureau, the Juvenile Court, San Francisco Unified School District and Department of Social Services. The primary focus of the program will be to divert 601's from the juvenile justice system. The intake component of the Bureau will probably consist of a probation officer, police officer, social worker and a counselor. Mr. Dupre asked the support of the Juvenile Justice Commission for this pilot project which through family, vocational and group counseling therapy is designed to divert youngsters from further penetration into the juvenile justice system.

Mrs. Caesar thanked Mr. Dupre for his presentation and invited him to return to report on the progress of the project at a later date. She also reminded him that a youth liaison person to the Juvenile Justice Commission had been requested from the Youth Services Bureau as soon as it has been firmly established.

Report on Court Protective Services - Don Benz, Sr. Supervising P.O.

Mr. Benz submitted a summary of the services of the Court Protective Services to the Commission. This unit started operation on November 3, and was designed to better meet the needs of the dependent children in San Francisco. By working with the Department of Social Services they hope to avoid duplication and provide for more rapid handling of referrals. There will be a 24 hour telephone line to handle referrals. In order for this program to operate around-the-clock, it will be necessary to seek additional funds. At present the program is being operated with existing staff at no additional expense. Beds are now available on a more immediate basis at Eddy Street,

Shalom and Mt. St. Joseph's, but occasionally when these facilities are full, we have had to use W-1. However, during the past month there were 15 days when the population of the W-1 cottage was 0! Still to be worked out are problems of medical screening, transportation, availability of beds and coordination of the project. Community Mental Health, the School Department and the Juvenile Bureau are also cooperating in this endeavor. Once the unit achieves full operation, it is hoped that we can work with the School Department in direct reporting of child abuse. Primary goal of the unit is to keep the child in his own home if possible.
Mrs. Caesar thanked Mr. Benz for his presentation assuring Commission support, as specifics are communicated to it and expressed expectations of a subsequent follow-through report on his unit.

Meeting with R.A.P. - Lou Maldonado
Mr. Maldonado reported that he attended a meeting with Mr. Botka with the representatives from the Real Alternatives Program. He felt that their attitude was such that they still should not be allowed to visit with clients in Juvenile Hall.

Report from the Volunteer Auxiliary - Mrs. Marge Hills
Mrs. Hills invited the Juvenile Justice Commissioners to attend the Children's Christmas Party on Monday, December 15, 1975 at 7:00 PM in the Cafeteria of Youth Guidance Center. So far the Auxiliary has expended $2,264 on Christmas gifts.

Date of the January Meeting
Mrs. Caesar informed the Commission that Msgr. Armstrong had expressed a desire to hold the January meeting on January 8 at 12:30 PM since the first Thursday in January is a holiday. There were no objections.

Report from the Chief Probation Officer, Joseph J. Botka
In January the administrative staff of the Juvenile Court will be attending a class on parliamentary procedure given by Mrs. Marilyn Borovoy.
Mr. Botka thanked Rev. Mayberry for his report and commented that he had done a very thorough job. Mr. Botka considers valid and worthy of consideration, one of the points of the report which indicates the need for an after-care type of program for the child leaving the ranch and returning to city life. Teledyne is preparing a grant proposal to provide a program of follow-up after-care for Ranch graduates, helping them to find jobs and return to school and useful lives in the community.

Auto Crisis Committee - Lou Maldonado
This committee met with Mr. Mellon of the CAO's office who asked that we document the condition of the cars so that we would have something tangible to present when asking for the money for new cars and repairs. Ruth Drossel was unable to attend the meeting but sent word that by placing a complaint with the Department of Industrial Safety, we could precipitate a safety inspection of all of our cars by that Division of California government. Lou Webb reported that a complaint has already been filed and we are awaiting their response.

Announcements
Mrs. Caesar reminded the Commissioners of the Third Annual National College of Juvenile Court Judges and District Attorney's Association Conference on Juvenile Justice in February 1-5, 1976 here in San Francisco. All Commissioners were urged to attend.

rs. Caesar announced that the Secretary to the CPO, Mrs. Joan Dickey, was attending er last meeting of the Commission because she has been promoted to the position of dministrative Secretary to Mr. George Grubb of the Mayor's Office. She presented rs. Dickey with a gift from the Commission and the CPO in appreciation of her ervices to the Commission.

motion was made to adjourn the meeting at 2:16 P.M.

ESPECTFULLY SUBMITTED,

oan D. Dickey
ecretary to the CPO

CORRECTED COPY
2/5/76

SF

JUVENILE JUSTICE COMMISSION MEETING

MINUTES January 8, 1976

The meeting was called to order by Vice-Chairman, Lois Caesar, at 12:40 p.m.

Judge Mayer introduced Mr. Yori Wada who had been sworn in as a new member of the Commission earlier on this day. He pointed out that Mr. Wada, formerly a member of the California Youth Authority Board, and a former member of the Civil Service and Social Services Commissions for the City and County of San Francisco, shall be of great assistance to this Commission with such experience and knowledge.

Roll Call:	Commissioners Present	Absent
	Msgr. Peter Armstrong	Rev. Donald Mayberry
	Mrs. Richard Caesar	Mr. Michael Salerno
	Mr. Louis Maldonado	Miss Lou Webb
	Mrs. Geo. T. Ballou	
	Miss Ruth Drossel	Staff:
	Mr. Robert Figone	Judge Francis W. Mayer
	Miss Laura Grandin	Joseph J. Botka, CPO
	Dr. Edward A. Smith	Jane Cassedy
	Mrs. Ellen Starratt	Ann Billyard
	Mr. Yori Wada	Jeanne Bailey

Guests: Marge Hills, President, Volunteer Auxiliary

Judge's Corner

Judge Mayer pointed out the seriousness of what is going on in Juvenile Court as far as delinquency is concerned. He stated that 38.5 of all felony arrests are juveniles. Juvenile arrests, percentagewise, are up nation-wide; not only felonies but misdemeanors. But, he emphasized, this does not necessarily mean the Juvenile Justice System is a failure. The system does not create juvenile delinquents; they come to the Youth Guidance Center, delinquent, because of things that have been going on at home or in the schools for years. The biggest factor is the home - what constituted the situation to arise and where was parental direction to begin with. The Judge stated that Juvenile Court would continue to use and work with community agencies.

In the matter of dependent children - not delinquents - some people feel it is not a good idea to remove children from their homes. When alcoholic parents do not know where their children are, and some parents admit they are too weak to rear their children, it is often in the best interest of the child to remove him from the home. And the Judge feels that family circumstances, more often than wished, do justify the removal of the child from the home.

Approval of the Minutes of December 4, 1975

A motion was made that the minutes of December 4, 1975, be approved as mailed. M/S/P.

Correspondence and Special Announcements - Mr. Maldonado

Mr. Maldonado read a clipping from the S. F. Examiner of November 25, 1975, re Rev. Msgr. Peter Armstrong being presented the Christ the King Award by the Alumni Association of St. Ignatius College Preparatory School. This is an award given to graduates who distinguish themselves in their professions and who best exemplify the ideal of service to God and fellow man.

Mr. Maldonado read a "thank you" card from Joan Dickey thanking the Commissioners for the gift of a jade pendant.

Mr. Maldonado passed around a copy of the Long-Range Plan of the Youth Authority for remarks and/or observations on the document.

Announcement Mrs. Caesar introduced Mr. Botka's new secretary, Miss Bernice Rogers.

Old Business

Juvenile Hall Committee, Second Annual Report
Mrs. Caesar reported that the First Annual Report of October 2, 1975, was accepted but with reservations that the request to be authorized to follow-through on various recommendations and commendations be accepted provided the Committee referred to Commission prior to final action. It was also decided that longer reports be submitted at least two weeks earlier for consideration before accepting it in regular meeting. Mrs. Caesar asked the members to take the report home for study and indicated to Commission several items for Commission consideration with decisions to follow in February meeting. She further emphasized the importance of bringing this report to the next meetingfor reference and economically due to limited supply.

Report on Hidden Valley, Log Cabin Ranch
In the absence of Rev. Mayberry, Mrs. Caesar remarked that Rev. Mayberry's report on the Ranches was comprehensive and thorough, indicating a great deal of thought and time made in on-site inspections, consultations, and his evaluation of the whole situation.

Dr. Smith reported on the Medical Facility. He said he talked to the staff and they were happy with the doctor who comes from Palo Alto. When they have problems they transport the boys to Palo Alto. In terms of Log Cabin and Hidden Valley, the boys there are relatively inaccessible being some distance from any medical facility. The staff does not feel they have much problem in terms of health problems. There was some discussion about having a registered nurse on duty but Dr. Smith pointed out that an RN commands a good salary these days and if you spend money for an RN you need something for her to do. It was suggested that a psychiatric nurse might have more to do than an RN.

CORRECTED 2/5/76

Mrs. Drossel recommended that Miss Lou Webb be appointed to the subcommittee and the committee was to meet together and to make recommendations at the next Commission meeting.

Discussion was held on the kitchen area. ~~A follow-up was recommended and it was suggested the kitchen staff be given a month to prove itself. If nothing is done, very strong action should be taken.~~
Mr. Botka reported that Mr. Pebbles had been asked to check out the recreation field. He said the field had been repaired but more information is needed on that. Mr. Pebbles was asked to report back to the Commission.

A motion by Commissioner Laura Grandin was passed that Reverend Mayberry be commended for the comprehensive report on the Ranches and that his committee be authorized to follow through and report to Commission at the next meeting, if possible. M/S/P.

School Classroom Area
The damaged classroom had not been repaired at the time of the report in October. This matter will be pursued further.

CORRECTED 2/5/76

Automobiles

Mr. Botka reported that this is a priority item in the new budget. ~~Miss Drossel suggested that the machine shop could be put to more practical use in preventive maintenance of county cars.~~ (deletion)

Grievances

With regard to the present status of the Grievances Committee, Mrs. Caesar advised an investigation and further study.

New Business

Proposed Workshop to be held in Spring - Msgr. Armstrong

Msgr. Armstrong suggested another workshop be held, similar to the one held last February, and suggested early March. The Msgr. felt that the previous workshop was most effective and did a great deal for everyone during the year.

Msgr. Armstrong reported that there were six openings on the Commission. Four have been filled and there are now two openings which should be filled within the next three to four weeks. He felt a workshop would be in order.

Mrs. Ballou offered to have the workshop at her home. Sunday, March 14, 1976, was selected as a tentative date.

Report on Affirmative Action Program - Ann Billyard

Mrs. Billyard reported that any agency with more than 25 employees under the Law Enforcement Administration Act gets federal funds and has to meet LEAA equal opportunity guidelines. Staff has been assigned to maintain all records and will be meeting with Mr. Orsi of the Civil Service Commission. Help and support is needed from the Juvenile Justice Commission and people in the political field. If nothing is presented in writing by January 30, 1976, it will mean a delay in funding of almost $300,000 to get an effective program going. Mrs. Billyard stated that we plan to follow the letter of the law in meeting their guidelines but the main problem is getting a commitment from the Civil Service Commission on what they can or cannot do.

Mrs. Caesar asked if it was necessary to make reclassifications to encourage more minorities. Mr. Botka said we would be willing to reclassify. Mr. Wada suggested asking Civil Service for a tabulation of bi-lingual skills.

Msgr. Armstrong suggested setting up an administrative committee and asked Mr. Wada to join in helping out on this problem, by changing classifications if needed, and to get this program moving quickly.

CORRECTED 2/5/76

Mr. Botka reported that 99 percent of ~~the staff have all been minority but temporary too.~~ minority staff have been temporary.

Volunteer Auxiliary - Mrs. Marge Hills

Mrs. Hills reported that the Christmas program went over very well. They wrapped about 5,000 gifts and divided them among the foster homes, the ranches, and the Center.

Report on National Conference on Juvenile Justice

Mrs. Caesar reported that this is the third annual meeting of its kind. The first one was held in San Francisco and last year it was held in San Diego. It is again

being held in San Francisco this year from February 1 through February 5. Tuition is $150 for 4 1/2 days. Mrs. Caesar has already registered and paid her tuition but said she would relinquish her refund and suggested that perhaps two or three other members would like to attend for 1 or 2 days. Mr. Figone, Ruth Drossel, Laura Grandin, and Marge Hills indicated their interest in attending.

Mr. Botka suggested applying for four scholarships and exchanging name badges with the full knowledge and acceptance of the registration committee. Mr. Botka will contact the registration office and inform them that the registrants will pay at the gate instead of advance registration.

Report on Youth Services Bureau - Msgr. Armstrong

Msgr. Armstrong reported that the Youth Services Bureau has been in existence about three months but the young people are not coming to committee meetings. There were not enough people in attendance at the last meeting for a quorum. Msgr. Armstrong is hopeful that there will be more in attendance at the meeting next Wednesday and feels that the Youth Services Bureau has great potential.

Report on Basic Skills Program

Jane Cassedy reported that contingent upon having an acceptable Affirmative Action Program we have been authorized to start a Basic Skills Program again and hope to have it operative by the first of February. It is disruptive to any kind of special program to have to start, stop, and start again. Without such interruption it could now have been a well-functioning operation. All the children had to go back to their regular classes so it is going to take some doing to get it started again. The branch office on San Bruno Avenue, which has been subsidized by the State, has not been earning money so far this year because commitments to the State Youth Authority and the Department of Corrections have both gone up this year. Miss Cassedy said that instead of disbanding the program because it wasn't earning money, but because we need staff desperately to fill in spots left vacant by the Mayor's economy program, it was decided to combine the probationary program with the Basic Skills Program, and hope to have a Supervisor, two Probationary Officers, two clerks and a psychologist from the School Department located at the San Bruno office.

Mr. Botka advised the Commission that a letter had been sent to Mr. Phillips reminding him that there is little time left and that we would like to work directly with him to get the program moving.

Selection of Liaison to Delinquency Prevention Commission

Msgr. Armstrong reported that the Delinquency Prevention Commission meets on the 3rd Tuesday of each month at City Hall. They have sent members of their Commission to our meetings and there was some discussion of combining the two meetings but nothing further developed. A rotating liaison assignment would not be feasible as it really takes about six months to get to know what is being done. Msgr. Armstrong would be happy to discuss this liaison assignment with anyone who might be interested.

Msgr. Armstrong suggested something be done for the people who are leaving the Commission, particularly Mr. Lenehan who has been on the Commission for sixteen years.

A motion was made to adjourn the meeting at 2:40 p.m. The Commission then went into Executive Session.

RESPECTFULLY SUBMITTED,

Bernice Rogers, Secretary to the CPO

SF

JUVENILE JUSTICE COMMISSION MEETING

MINUTES — February 5, 1976

The meeting was called to order by Chairman, Msgr. Peter Armstrong, at 12:40 p.m.

Roll Call: Commissioners Present: Msgr. Peter Armstrong, Chairman
Mrs. Lois Caesar, Vice-Chairman
Rev. Donald Mayberry
Mrs. Geo. T. Ballou
Mrs. Ruth Drossel
Miss Laura Grandin
Mr. Robert Gyemant
Mr. Michael Salerno
Dr. Edward A. Smith
Mrs. Ellen Starratt
Mr. Yori Wada
Miss Lou Webb

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Commissioners Excused: Mr. Louis Maldonado
Mr. Robert Figone

Staff: Judge Francis W. Mayer
Joseph J. Botka, CPO
Jane Cassedy
Ann Billyard
Mrs. Marge Hills
Mr. Robert Foote

Guests: Mrs. Eileen Zubak; Miss Linda Gollober

Judge's Corner

Judge Mayer gave a profile on the new Commissioner, Robert E. Gyemant, Attorney at Law, who the Judge remarked has, with his wife, been a successful foster parent, and with his manifested interest and experience in the Juvenile Court, will, the Judge feels, become a fine Commissioner.

The Judge advised the Commission of the tendered resignation of Commissioner Lou Maldonado, acceptance of which the Judge denied; stating however, that for health reasons Commissioner Maldonado may temporarily be less active in Commission affairs.

Judge Mayer gave emphasis to the pressing need for furniture at Juvenile Hall and the Ranches.

The Judge thanked Mr. Botka for his efforts on behalf of the Court in helping to plan the Conference of the National Council of Juvenile Court Judges and the National District Attorneys Association held at the Hilton Hotel, San Francisco, February 1-5, 1976.

Mr. Foote, Director of Juvenile Hall, explained proper procedures in acceptance of furnishings, adding that Mr. Howard Hughes and Mrs. Marjorie Hills, of the Volunteer Auxiliary, are the proper contacts for tax-deductibility, transfer and assignment.

In complying with a request by Chairman Armstrong for a volunteer Acting secretary, Commissioner Ballou accepted.

Dr. Smith reported his findings regarding needed Health services at the Ranches; and following several suggestions including those of Messieurs Salerno, Botka, and Judge Mayer, definitive action pends investigation herein.

Msgr. Armstrong reminded the Commissioners of the March 14 Workshop date at the home of Commissioner Ballou, and appointed the following members to a Workshop Agenda Committee: Mrs. Ruth Drossel, Chairman, Mrs. Ellen Starratt, Miss Lou Webb, and ex-officio Msgr. Armstrong and Mrs. Lois Caesar.

Mrs. Caesar introduced visitors coming from the Conference of NCJCJ/NDAA, Hilton Hotel; Mrs. Eileen Zubak, of Chicago and Member, Illinois State Advisory Committee on Corrections and Juveniles; Miss Linda Gollober, San Francisco, and Member Youth Advocates, Inc.

Minutes of January 8, 1976

Following corrections of the January 8th minutes, approval was properly moved, seconded and passed.

Committees

Msgr. Armstrong made the following additions to Committees:

Probation: Commissioners Laura Grandin and Yori Wada
Juvenile Hall: Commissioner Lou Webb
Following some discussion re liaison Commission representation, the matter pends further review and definition.

Volunteer Auxiliary

Mrs. Marjorie Hills, President, Volunteer Auxiliary, reported acquisition of a 12-passenger bus and 2 television sets for the Center, and announced a forthcoming benefit Auction by the Auxiliary on April 3rd.

Sub-Committee on Ranches

It was moved (Lou Webb) properly seconded and passed that the sub-committee report on the Ranches be referred to next Commission Meeting.

Juvenile Hall Report

Commissioner Lou Webb's Motion, seconded by Commissioner Caesar, that a sub-committee be appointed to investigate means of funding for Juvenile Hall Pre-Job Training was passed, and the following were appointed to this committee: Commissioners Robert Dyemant, Chairman, Ruth Drossel, Lou Webb, and Yori Wada. Following other discussions within Juvenile Hall report, including a progress report on Affirmative Action by Ann Billyard, it was moved (Mrs. Caesar, Rev. Mayberry) that the Juvenile Hall Report be accepted. Passed.

Ranch Committee Report

A motion by Lou Webb that report of Ranch Committee be put over to next meeting was passed.

Probationary Committee

Ellen Starratt reported that the Committee will be meeting with Mr. Figone and will be meeting twice monthly.

Mrs. Caesar, Acting Chairman at this time, reminded the Commissioners that as the Administrative year soon ends, committees should be submitting written, final reports.

Due to lateness of the hour, Mrs. Caesar requested mutual agreement that the following reports be deferred until next meeting: Juvenile Justice, Youth Services Bureau, and Basic Skills. Agreed.

Mr. Botka distributed copies of a Consent Degree re Probation Officer Exams to be reviewed and brought to next meeting for discussion.

Mr. Foote advised of In-House Training for Juvenile Hall Staff by Mr. Bray: February 19, 26, and March 4, from 2-6 P.M. Members of Commission are invited to attend sessions in a cottage of Juvenile Hall.

Mrs. Caesar announced the "kitty" is presently depleted and requested contributions to Treasurer Mayberry -- funds for gifts, hospitality, etc.

A motion to adjourn, seconded by Commissioner Yori Wada was passed; and the meeting adjourned at 2:40 P.M.

RESPECTFULLY SUBMITTED,

Bernice Rogers, Secretary to the CPO

(3/8/76)

JUVENILE JUSTICE COMMISSION MEETING

MINUTES April 1, 1976

The meeting was called to order by Chairman, Msgr. Peter Armstrong at 12:40 p.m.

Roll Call: Commissioners Present: Msgr. Peter Armstrong
Mrs. Lois T. Caesar
Rev. Donald Mayberry
Mrs. George T. Ballou
Mr. Robert Figone
Miss Laura Grandin
Mr. Robert Gyemant
Mr. Michael Salerno
Dr. Edward A. Smith
Mrs. Ellen Starratt
Mr. Yori Wada
Mr. Perry Wong Yee

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Commissioners Excused: Mr. Louis Maldonado
Mrs. Ruth Drossel
Miss Lou Webb

Staff: Judge Francis W. Mayer
Joseph J. Botka, CPO
Mrs. Marge Hills
Mr. Robert Foote
Mr. Thomas Spillane
Mr. Warren Cain
Mr. John Kearney

Guests: Ms. A. Sparkman
Mission Education Project
Mr. Jim Buick,
Mayor's Criminal Justice Council

Judge's Corner:

Judge Mayer welcomed Mr. Perry Wong Yee as the newest member of the Juvenile Justice Commission.

Discussion was held on a letter received from the Mayor's Office suggesting the possibility of consolidating Log Cabin and Hidden Valley Ranches for economic reasons. The Judge informed the Commission that a response had been made to the Mayor's Office, both orally and by letter, opposing such consolidation, pointing out that the two programs at the ranches are incompatible, and to close the ranches would cause a serious loss to the Judge as far as programs being available to him. Since the ranches are an alternative to committing boys to the California Youth Authority, closing them would result in increased commitments to the California Youth Authority. (Latest information received from the Mayor's Office indicates the matter has been tabled until July 1.)

It was moved and seconded (Yori Wada, Michael Salerno) that a statement of the Commission opposing consolidation of the ranches be sent to the Mayor. Motion was passed by all except Mr. Gyemant who abstained. Yori Wada and Ellen Starratt were asked to make a study of the Mayor's proposal and to prepare a resolution, subject to approval of the Juvenile Justice Commission, to be sent to the Mayor.

Minutes of February 5, 1976

Approval of Minutes of February 5 was moved (Caesar), seconded (Grandin), and passed.

Special Announcements: Joseph Botka reported on the strike situation. He advised the Commissioners that the staff meets at 9 a.m. each morning to determine the status of employee attendance, and to anticipate and prepare for any problems which may arise. The staff meets again at 4 o'clock to discuss any developments during the day. The presiding judge of the Superior Court issued a Court Order for Adult and Juvenile Probation employees to report to work. Plans have been made to move children out of Juvenile Hall should the strike situation worsen.

Mr. Gyemant reported on his tour of the Youth Guidance Center and commended both Mr. Botka and Mr. Foote for their handling of the strike situation. Mr. Gyemant feels very strongly that anyone, especially peace officers, violating Court Orders should be censured, and proposed the following resolution: "Any employee who is charged with the responsibility for detention by Court Order and who is in contempt of that Court Order is hereby disapproved and censured."

Subsequent to discussion by Commissioners, including comments of Ms. A. Sparkman from the Mission Education Project, and following a call for previous question (Caesar, Grandin), it was moved (Gyemant, Grandin) that the following resolution of commendation be submitted: "All those staff who have maintained their attendance record and discharged their responsibility in the detention of juveniles at all of our institutions should be commended for their attention to duty, and we urge every other person covered by the Court Order to do likewise." Motion passed by all except Dr. Smith who abstained.

Correspondence

Msgr. Armstrong read a note from Jane Cassedy thanking the members of the Commission for their gift to her upon her retirement.

Rev. Mayberry thanked the Commissioners who have sent in their contributions to the "kitty" and asked those who have not yet contributed to please do so.

Volunteer Auxiliary:

Mrs. Hills reported an increase in father's visits to the ranches via bus service. Mrs. Hills suggested a good research project might be to get in touch with youth who have been out of Log Cabin for about 5 years to get their thinking and opinions of the ranches; to ask them if they thought it did them any good, what they would like to see changed, etc.

Committee Report - Juvenile Hall:

The following modifications and clarifications to the Juvenile Hall Report were recommended:

(1) That under the heading of Juvenile Hall Furnishings the statement, "The committee reports regrettably no report," should read, "The Committee reports regrettably no progress."

(2) To note that an item not included in the report is a report on problems that had previously been reported but referred to sub-committee - a matter of funds for job training - this report to come from the sub-committee.

(3) As per recommendation of Committee report that the two newer members, Laura Grandin and Perry Yee be co-chairmen to the sub-committee to work with Ruth Asawa on a Bicentennial Sculpture Project (a permanent sculpture) for one Cottage Court, both agreed to co-chair the sub-committee.

(4) Laura Grandin requested the word "youth" be stricken from the report before it be accepted. It was so agreed.

(5) Discussion on community relations pointed up the problem that the Juvenile Justice Commissioners administer to children whose parents they do not know. Public meetings are recommended to "hear out the community", to ask questions and to get reactions on the Juvenile Justice System. A good source for getting people to these meetings is through some highly motivated young people called "streetworkers", or through the auspices of the School Board.

With the modifications and clarifications as stated above, Mr. Gyemant moved and Mrs. Starratt seconded the 3rd and final report of Juvenile Hall Committee be accepted, including the proposal for public hearings and the go ahead on the Ruth Asawa program with Laura Grandin and Perry Yee agreeing to be co-chairmen. Motion passed.

Laura Grandin, Mike Salerno, and Dr. Smith, with Mr. Gyemant (available as a floating consultant) will form a committee to outline a program of intent for Community Relations.

Committee Report - Hidden Valley/Log Cabin Ranch Committee:

Rev. Mayberry had nothing significant to add to the report but noted dates should be set for the newer members to visit the ranches.

A motion was made that the report on Probation Services Committee and Committee Structure be taken up at the next meeting. M/S/P.

New Business

Mr. Botka announced the appointment of Warren Cain as Acting Assistant Chief Probation Officer vice Jane Cassedy, retired.

Mr. Botka reported on the School District's plan to disband Pupil Services Division of the San Francisco Unified School District. It was noted that Attendance Services, which is a part of Pupil Services, needs "beefing up", and if the Superintendent cuts Pupils Services, it would also include attendance workers. Pupil Services is closely linked with the job being done here at Juvenile Hall and if this program is disbanded, there could be an influx of youth to this center. Ellen Starratt asked to go on record as being very strongly opposed to the elimination of Pupil Services and that a strong point should be made for "beefing up" the Attendance Services. It was moved (Caesar) and seconded (Ballou). Motion passed with R. Gyemant, L. Grandin, and R. Figone abstaining.

It was moved (Caesar) and seconded (Ballou) that a letter be sent to the Superintendent, Robert F. Alioto, and the Board of Education, questioning the wisdom of eliminating or disbanding of Pupil Services Division.

Nominating Committee:

The Nominating Committee reported the following slate for officers for 1976-77:

Chairman: Lois T. Caesar

Vice Chairman: Rev. Donald Mayberry

Secretary: Mrs. Ruth F. Drossel

Treasurer: Mr. Louis Maldonado

Officers elected today will assume office at the May meeting for a term of one year.

It was moved and seconded (Starratt, Wada) that the report be accepted.

In retrospect, discussion followed establishing procedure for the taking of minutes of the Commission meetings. While the C.P.O.'s secretary would continue to take notes of the meetings, it was suggested that Commission Secretary, Mrs. Drossel, would be supportive in detailing motions with names of those making and seconding such motions. In the event of Commission Secretary's absence, a substitute would be designated to do this.

The Juvenile Justice Commission went on record as commending Msgr. Peter Armstrong for his services as Chairman of the Commission.

Discussion ensued regarding the roles of the Delinquency Prevention Commission and the Juvenile Justice Commission. Mr. Gyemant requested consideration of forming an ad hoc committee to pursue the possibility of consolidating the two Commissions. Yori Wada was proposed as a possible member of this ad hoc committee. No action was taken.

Laura Grandin agreed to represent the Commission at a meeting of Office of Children and Youth.

Mr. Salerno moved for adjournment; seconded by Dr. Smith. M/S/P.

Meeting adjourned to Executive Session at 2:45 p.m.

RESPECTFULLY SUBMITTED,

Bernice Rogers, Secretary to the CPO

JUVENILE JUSTICE COMMISSION MEETING

MINUTES

May 6, 1976

The meeting was called to order by Chairman, Mrs. Lois Caesar at 12:30 p.m.

Roll Call: Commissioners Present: Mrs. Lois T. Caesar
Msgr. Peter Armstrong
Mrs. Joanna Ballou
Mrs. Ruth Drossel
Miss Laura Grandin
Mr. Louis Maldonado
Rev. Donald Mayberry
Mr. Michael Salerno
Dr. Edward A. Smith
Mrs. Ellen Starratt
Miss Lou Webb
Mr. Perry Wong Yee

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Commissioners Excused: Mr. Robert Gyemant
Mr. Robert Figone
Mr. Yori Wada

Staff: Judge Francis W. Mayer
Warren Cain, Acting Chief Probation Officer
Mrs. Marge Hills
Mr. Robert Foote
Mr. Thomas Spillane
Mr. Mel Askins

Guest: Mr. Jim Buick, Mayor's Criminal Justice Council

MINUTES OF APRIL 1, 1976

Correction of the April 1st Minutes were made with the addition of the following statement on page 3, last paragraph, next to last sentence: "It was moved (Lois Caesar) and seconded (Joanna Ballou) that a letter be sent to the Superintendent, Robert F. Alioto, and the Board of Education, questioning the wisdom of eliminating or disbanding the Pupil Services Division." It was moved (Lou Webb) and seconded (Joanna Ballou) that the minutes as corrected be approved. Motion carried.

CORRESPONDENCE

Secretary, Mrs. Ruth Drossel, read a letter, signed by Ruth Drossel and Lou Webb, addressed to Mrs. Lois Caesar, Chairman of the Juvenile Justice Commission. See letter attached.

VOLUNTEER AUXILIARY

Mrs. Caesar noted that this is the last meeting for Mrs. Marge Hills whose term as President of the Volunteer Auxiliary expires this month. Mrs. Caesar commended Mrs. Hills for doing a tremendous job. Mrs. Hills reported that Mrs. Ruth Cowan will be the new incoming President of the Auxiliary and invited all present to their luncheon to be held on May 13th in the Juvenile Court Cafeteria.

Mrs. Hills reported that the mini-bus, recently obtained through the City, has had some mechanical problems. The bus was checked out by the Triple A Diagnostic Clinic and a checklist of the mechanical problems needing attention was submitted to the Auxiliary.

Mrs. Hills reported that "The Corner Store" is not doing well and needs complete reorganization. This will be the first priority for Mrs. Ruth Cowan. The store earns between $1500 and $2000 a year, and should have one volunteer member to manage the store and oversee merchandise being brought in and out.

At the last Commission meeting, Mrs. Hills suggested making a study or follow-up of graduates from the raches since 1971. Mrs. Caesar suggested that if such a committee is formed that Mrs. Hills might be pursuaded to help make that study to determine if what we are doing at the ranches justifies the expenditure. Mrs. Ballou and Rev. Mayberry expressed concern over the time and manpower and extensive research involved. Mr. Warren Cain offered to contact the California Youth Authority for a copy of their model for study. Commissioner Salerno volunteered to work with this committee.

JUDGE'S CORNER

The Judge reported on a second meeting with Clement D. DeAmicis, Deputy Chief of Police, Captain Mortimer McInerney, District Attorney, Joseph Freitas, Mrs. Ballou, and Mrs. Caesar. The purpose of the meeting was to try to improve the efficiency of getting police reports, more complete information on juveniles involved in serious offenses, cooperation in serving warrants and subpoenas, and picking up runaways from Placement, etc.

At the first meeting at which Mr. Warren Cain, Mrs. Lois Caesar, Mrs. Ballou, and Mr. Joseph Botka were present, some concern was expressed about whether or not the Juvenile Bureau of the Police Department should be cut down in size and members reassigned to investigative units of the Police Department in an effort to increase their efficiency. From a public relations standpoint, it is felt that members of the Juvenile Bureau have the training and feeling of working with youth and their approach to young people is better than a person who works only with adult criminals.

The Judge commented on Bills pending in Sacramento dealing with taking the 16 to 18 year olds who have committed serious offenses out of the jurisdiction of the Juvenile Court and certifying them to the Adult Court. A.B. 3121, by Dixon, dealing with Sec. 707 of the Welfare and Institutions Code, is being amended. The mechanics of the Bill are not too clear - either it will be mandatory that 16 to 18 year olds, who commit serious offenses, will go automatically, after a hearing, to the Adult Court, or go to the Adult Court directly, but will be housed in Juvenile Hall. The Judge stated that he has always taken a strong position against this and feels the present system is adequate. The Conference of California Judges has taken a strong stand against this Bill. The Assembly is expected to vote on this Bill in July, 1976.

Judge Mayer announced that Mr. Robert Foote has been designated as Director of Institutions, taking over the responsibility for all Juvenile Court placement, the two Ranches, the Girls Center, in addition to Juvenile Hall. Additional responsibilities will be the overlooking of Eddy Street and Shalom facilities. The Judge noted Mr. Foote's experience and background to do the job.

The Judge reported that the Mayor's Budget Committee has cut overtime pay for employees at the Ranches. They are now working a 40-hour week instead of a 48-hour week. Some "as needed" funds have been provided for additional staff but at least four or five more counselors are needed at each Ranch to keep them up to maximum. Additional money for one more cook has also been provided.

Consolidation of the Ranches at this time does not appear to be immiment. The drive to close one of the Ranches has also slowed down but it is going to be reviewed very carefully again next year by the Mayor's Office and the Board of Supervisors, as they feel we may not be utilizing these Ranches efficiently.

OLD BUSINESS

Committee Assignments (See accompanying list)

Folders have been compiled for each of the Committee Chairman for the two Ranches and the Probation Committee. The compilation of materials was done in cooperation with Warren Cain and Joseph Botka.

NEW BUSINESS

Mrs. Caesar presented a gift on behalf of the entire Commission to Msgr. Peter Armstrong in appreciation for his services as Chairman of the Commission.

Conflict of Interest Code

Mr. Botka and Mrs. Caesar met with representatives of the Board of Supervisors and representatives of the City Attorney's Office regarding the Conflict of Interest Code which must be devised by every department of the City. It mandates each department of the City to come up with a departmental code, to be forwarded to the Board of Supervisors by July 1, 1976.

Mrs. Caesar called for volunteers to serve on a committee to meet with Joseph Botka to work out the details of the required code. Lou Webb and Lois Caesar volunteered and Robert Gyemant will be asked to serve on the committee also.

FUTURE PLANS:

Discussion of the proposed merger of the Delinquency Prevention Commission and the Juvenile Justice Commission has been tabled for the time being.

Auto Crisis

Mel Askin, Probation Officer in the Placement Division, submitted the following report on his attempts to solve the auto crisis problem.

The Auto Crisis Committee contacted the Highway Patrol but were told they no longer do safety inspections on vehicles. The State Division of Industrial Safety no longer has jurisdiction in this county and attempts to have cars inventoried by outside agencies have been unsuccessful. Of 16 cars now assigned, 8 are not functional and 3 are in need of repair. These cars are used by the laundry employees, the Engineer, the Chief Probation Officer and the Assistant Chief Probation Officer, Director of Institutions, Counselors on weekends, field supervisors, and Probation Officers. The Probation Department is seriously hindered in its job of transporting wards and dependents because of the mechanical problems, the unsafe conditions, and the lack of cars available. The Budget Analyst has recommended $8300 - equiva-

lent to two cars. The Grand Jury has been informed of the problem. As of this date, word has been received that the $8300 has been reduced to $3625 and one used car --- a '72 Torino with 24,000 miles on it, formerly used by the Clerk of the Board of Supervisors, will be given to the Juvenile Court.

A motion was made by Msgr. Peter Armstrong, and seconded by Laura Grandin, that an individual letter be sent to each Finance Committee member of the Board of Supervisors with the names of all the Juvenile Justice Commissioners listed, stressing the need for immediate action on this problem, and including a copy of the San Francisco Examiner's May 3, 1976, article on the Auto Crisis. Motion passed.

Mrs. Caesar asked Ruth Drossel and Lou Webb to pursue this matter with regard to industrial safety, and after hearing from them, further action and follow-up on the letter to the Board of Supervisors will be taken.

It was moved, Lou Webb, and seconded by Msgr. Peter Armstrong, that this Commission send a resolution to the Acting Chief Probation Officer requesting that Juvenile Court ground all cars which are not now operable for safety reasons. Motion passed.

Mr. Foote stated his duties, as Director of Institutions, will be to coordinate the activities of all institutions, and to be responsible for coordinating the budget and staffing of Juvenile Hall, both the Ranches, and the Girls Center. Mr. Foote says he is personally and professionally committed to keeping the Ranches operating. Mrs. Caesar remarked that the Commission will stand behind Mr. Foote and will do whatever it can to keep the Ranches from being closed.

Mrs. Caesar appointed Laura Grandin Commission Parliamentarian and noted that all meetings shall be conducted and directed according to parliamentary laws of procedure.

Ellen Starratt requested that she and Laura Grandin be given an opportunity to report on their attendance at the meeting of the Office of Children and Youth Services at the next Commission Meeting.

Msgr. Peter Armstrong moved that this meeting be adjourned.

Meeting adjourned at 2:55 p.m.

RESPECTFULLY SUBMITTED

Bernice Rogers
Secretary to the CPO

JUVENILE JUSTICE COMMISSION COMMITTEES

JUVENILE HALL: (According to the W and I Code, the Juvenile Justice Commission is charged with making one inspection per year of facilities in Juvenile Hall. Mrs. Caesar feels one inspection is not sufficient and is asking each committee to stay on the job until the end of the next Commission year. Mrs. Caesar has requested that the first inspection in Juvenile Hall be made before November 1 and a report made at the November Commission meeting.

A. MAJOR COMMITTEES

1. JUVENILE HALL: Chairman - Rev. Donald Mayberry
Members: Michael Salerno
Robert Figone
Lou Webb
Robert Gyemant
Lou Maldonado (Liaison)

(It was noted that the Girls Center would be included in the Juvenile Hall Committee report but the program of the Girls Center is under Probation).

2. PROBATION: Chairman - Ellen Starratt
Members: Perry Wong Yee
Yori Wada
Laura Grandin
Lou Webb

3. THE RANCHES: COORDINATOR - Yori Wada

LOG CABIN: Chairman - Ruth Drossel
Members: Msgr. Peter Armstrong
Robert Figone
Michael Salerno
Yori Wada (Coordinator)
Lou Maldonado (Liaison)

HIDDEN VALLEY: Chairman - Yori Wada
Members: Lou Webb
Perry Wong Yee

B. SPECIAL AND AD HOC COMMITTEES

1. AD HOC COMMITTEE - Ruth Asawa Bicentennial (Month of August)

Co-Chairmen: Perry Wong Yee and Laura Grandin
Members: Joanne Ballou
Lois Caesar (ex-officio member)

2. PUBLIC HEARINGS: (Proposed legislation re removal of 16 to 18 year old felony offenders from jurisdiction of Juvenile Court)

Chairman - Michael Salerno
Members: Dr. Edward Smith
Laura Grandin

3. SPECIAL RESOURCES COMMITTEE: Chairman - Joanne Ballou

JUVENILE HALL: (Secon[illegible] and I Code, the J[illegible] Juvenil[illegible] Cor[illegible]
ch[illegible] ... the inspection [illegible] ves) of fa[illegible]ilit[illegible]
Ventile Hall. Pres[illegible] ... inspection is not sufficient unless it is
committee to ... annual ... and of the prior Commission year
has requested that the first inspection in Juvenile Hall ... made before
and a report made to the Mover[illegible] Commission relative

A. MAJOR COMMITTEES

1 JUVENILE HALL: Chairman - Rev. Donald Gayberry
[illegible] Salerno
Robert Pi[illegible]
Lou Webb
Hosea Sy[illegible]ant
Ron Baldwin[illegible] (Lia[illegible]on)

It was noted that the Girls Center would be included in the Juvenil[illegible]
[illegible] project but the ... rogram of the Girls Center is under prob[illegible]ion.

PROBATION Chairman: Dillon Pi[illegible]ratt
[illegible] Perry [illegible]ng Yee
Neal Wade
Laura Grundin
Lou Webb

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B. SPECIAL AND AD HOC COMMITTEES (Continued)

4. AD HOC - Research Ranch Graduates: Chairman - Dr. Edward Smith

(Include Mrs. Marge Hills, with assistance of Warren Cain and Georgine Heller.)

5. AD HOC - Conflict of Interest: Lou Webb
Lois Caesar
Robert Gyemant
(with Joseph Botka)

6. LEGISLATIVE COMMITTEE: Chairman - Laura Grandin
Members: Robert Gyemant
Michael Salerno
Ruth Drossel
Lou Webb

C. LIAISONS

(1) COMPREHENSIVE EMERGENCY SERVICES COMMITTEE - 0

(2) HUMAN RIGHTS - 0

(3) DETENTION CONTROL - Ellen Starratt and Msgr. Peter Armstrong

(4) DELINQUENCY PREVENTION - Rev. Donald Mayberry and Msgr. Peter Armstrong

(5) SAN FRANCISCO MENTAL HEALTH ADVISORY COMMITTEE
(Sub-Committee Task Force on Children's Needs - Laura Grandin

(6) BOARD OF SUPERVISORS:- Chairman: Robert Gyemant
Members: Laura Grandin
Michael Salerno
Msgr. Peter Armstrong
(Members to work interchangeably in appearing before the Board of Supervisors, as needed).

(7) COURT-POLICE LIAISON - Joanne Ballou

(8) OFFICE MANAGEMENT AND DEPARTMENT OF SOCIAL SERVICES COMMITTEE - Msgr. Peter Armstrong

(Office Management of Juvenile Court working in cooperation with Department of Social Services, Comprehensive Services for Neglected and Dependent Children, Probation, Mental Health Community Agencies, Child Care Agencies, etc.)

C O P Y

May 6, 1976

Mrs. Lois Ceasar, Chairman
Juvenile Justice Commission
375 Woodside Avenue
San Francisco, California

Dear fellow Commissioners,

This is in regard to the action taken by the Commission at its April meeting having to do with commending employees of Juvenile Hall who have " . . . maintained their attendance record . . .", etc., in censuring those who have, in effect, not maintained their attendance record.

The Juvenile Justice Commission is not the employer of the persons involved; it is charged with concerns of the welfare of the dependents of the court.

Employees of the city and county of San Francisco have the prerogative to exercise their rights as free and independent individuals and as union members. We as Juvenile Justice Commissioners cannot take sides in such a matter.

Very truly yours,

Ruth F. Drossel, Commissioner

Lou Webb, Commissioner

RFD:ds

cc: Jack Crowley

JUVENILE JUSTICE COMMISSION MEETING

MINUTES June 3, 1976

he meeting was called to order by Chairman, Mrs. Lois Caesar, at 12:45 p.m.

ll Call: Commissioners Present: Mrs. Lois Caesar
Mr. Robert Figone
Miss Laura Grandin
Mr. Robert Gyemant
Mr. Louis Maldonado
Dr. Edward A. Smith
Mrs. Ellen Starratt
Mr. Yori Wada
Mr. Perry Wong Yee

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Commissioners Excused: Msgr. Peter G. Armstrong
Mrs. George Ballou
Mrs. Ruth Drossel
Rev. Donald Mayberry
Mr. Michael Salerno
Miss Lou Webb

Staff: Judge Francis W. Mayer
Warren Cain, Acting Chief Probation Officer
Mr. Robert Foote
Mrs. Marge Hills (vice Mrs. Ruth Cowan)
Mr. Thomas Spillane

NUTES OF MAY 6, 1976

was moved that the minutes of May 6, 1976, be approved and the motion was second- by Mr. Yori Wada.

DGE'S CORNER

scussion was held re possible funding of five satellite Youth Service Bureaus in n Francisco under a three-year grant in the total amount of $2 million, which is be funded under LEAA funds. It was resolved that the concept only of such a plan s approved by the Youth Task Force Committee of the Mayor's Criminal Justice uncil.

rther discussion was had as to the need for such satellite bureaus when, in fact, e Youth Service Bureau, now funded, has not yet become operational.

rther discussion on whether or not the Commission should make a complete study of e proposed project and to determine its need so that its representative on the yor's Criminal Justice Council can be advised of their position was held.

sembly Bill 3121 was also discussed and the Court urged the Commissioners to read e Bill and to write their views concerning it to their State Senators and Assembly- n. The Court indicated its opposition to this Bill.

EASURER'S REPORT

Lou Maldonado reported a balance of $55.39.

OLUNTEER AUXILIARY

rs. Marge Hills, Past President of the Volunteer Auxiliary, represented Mrs. Ruth wan, newly elected President of the Volunteer Auxiliary, as Mrs. Cowan was unable o attend the meeting.

LD BUSINESS

Committees

Revisions:

1. PUBLIC HEARINGS - It was moved (Ellen Starratt) and seconded (Yori Wada) that the name of PUBLIC HEARINGS Committee be changed to PUBLIC RELATIONS Committee, and that public hearings may be included under that caption. Motion passed.

2. LIAISONS - Under C (5) SAN FRANCISCO MENTAL HEALTH ADVISORY COMMITTEE (Sub-Committee Task Force on Children's Needs

   Should read: (Sub-Committee Task Force on Children's Unmet Needs)

3. THE RANCHES - (See accompanying list for revisions)

Assignments:

Permanent assignment to committees was made today (See accompanying list).

Reports:

Probation - Mrs. Ellen Starratt, Chairman, reported that this committee met to compile a list of priority areas to be studied. The list will be mailed to Commissioners when ready. If no comment is received from any of the Commissioners, the Committee will go ahead with the priorities as set.

Ad Hoc Committee - Ruth Asawa Bicentennial - Ms. Laura Grandin is to contact Ruth Asawa regarding Mrs. Asawa's plans as to when she will start the program, what supplies will be needed, etc. Mr. Foote was requested to help the committee in their initial contact. Mr. Foote was also asked to inform Mrs. Lois Caesar as to how much money his budget will allow for supplies. Ruth Asawa is now a member of the State Council of Art. In recognition of her role there on behalf of California Artists, the Commission will be arranging an honorarium for her services, Juvenile Hall having previously been recipient of her services "free of charge".

Liaisons - Comprehensive Emergency Services Committee - Mrs. Lois Caesar reported on a very interesting and informative visit with Mrs. Patricia Lockett, Director of the National Center for Comprehensive Emergency Services to Children, in Kashville, Tennessee.

Future Format, Juvenile Justice Commission - The possible merger of the Juvenile Justice Commission and the Delinquency Prevention Commission was discussed. More information is needed: what the Delinquency Prevention Commission does; how it differs from the Juvenile Justice Commission. It was suggested that the Chairman of the Contra Costa Juvenile Justice and Delinquency Prevention Commission (Chris Adams) be invited to speak at one of our Commission meetings.

Mr. Robert Figone, having served on the Delinquency Prevention Commission for three years, is personally opposed to the merger. Mr. Figone says our functions are completely different.

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There followed varying points of views, review and discussion, which included 1) manner of appointment, 2) composition by number, 3) function and purpose, 4) suggestion that letters be sent to various local counties requesting copies of their bylaws and/or codes, 5) availability of information on file with immediate past Commission Chairman.

It was suggested the Chairperson appoint a committee to research the idea of a merger to be placed on the agenda for the next Commission meeting, and a consensus of the members of this Commission be taken at that time. The matter was referred to Commissioner Gyemant who shall report at the next meeting.

dget - Mr. Robert Foote reported on the budget for the forthcoming fiscal year. cause the men at the ranches have been asked to take a 23 percent pay cut, a deep rale problem was anticipated. However, Mr. Foote reports they have been doing an tstanding job. Hidden Valley has not had a major incident within the last month. venile Hall kitchen will be supervised five days a week instead of six. Money r necessary supplies is totally inadequate. If more money for "as needed" workers not forthcoming, the only option would be to close down a cottage. Mr. Foote els with the present budget he can probably make it through the middle of January.

. Warren Cain outlined items cut from the budget:

Probation Office
Loss of 8 positions (5 clerical, 2 probation officers, 1 senior probation officer)
Overtime eliminated
Temporary salaries eliminated (to replace telephone operators who are absent. (There are just two operators at Juvenile Court - a loss of one reduces telephone service by 50%).
Use of employee cars
Fuel - gasoline for Court automobiles
Contractual Services - telephone expense (a new system of billing message units poses a possible increase of 15 to 20% in next year's cost.)

Juvenile Hall
Holiday pay
Temporary salaries

Log Cabin Ranch
Temporary wages (eliminates possibility of replacing Stationary Engineers' absence for any reason)
Pest control
Fuel
Foodstuffs

Hidden Valley Ranch
Temporary wages (eliminates replacement of Engineer)
Maintenance repair of automobiles

r Cain suggested the Commission write a letter to the Board of Supervisors protest- r this total budget.

t was moved (Yori Wada) and seconded (Laura Grandin) that Warren Cain and the Chair- e son be authorized to send letters to the Mayor and the President of the Board of u ervisors regarding the cuts in the budget and in regard to the position for a u ervising Probation Officer, which was also cut from the budget.

Amendment: Robert Gyemant moved to amend the previous motion "That the budget matter be referred to the Supervisor's Committee". Mr. Yori Wada seconded the motion and motion carried.

Mr. Gyemant moved that by acclamation the amended motion be adopted. Ms. Laura Grandin seconded the motion. Motion passed.

REPORT - Mr. Warren Cain received a copy of a study made by the California Youth Authority on a follow-up of graduates. He turned the report over to Ms. Laura Grandin for study.

REPORT - Mr. Warren Cain reported on Assembly Bill 3121 (Sieroty). This Bill is a detriment to the Juvenile Court system. The Judge and staff are opposed to it and the Commissioners were urged to take action expressing their opposition to this Bill. The Legislative Committee, Ms. Laura Grandin, Chairman, was asked to stay on top of this issue; to make phone calls and write letters to Assemblymen.

The motion was made (Yori Wada) that the Legislative Committee be authorized, in an emergency situation, to take action on AB 3121, and that the Juvenile Justice Commission later be requested to ratify such action, and to take further action. Motion was seconded by Ms. Laura Grandin. Motion carried. Mr. Robert Gyemant abstaining.

NEW BUSINESS - Commissioner Perry Wong Yee submitted the following report:

"Lou Maldonado and I (Perry Yee) were invited to the Chinese Youth Alternatives located at 451 Bryant Street. It is a three story building which is equipped with offices, recreational facilities, and space for workshops and classes. The Chinese Youth Alternatives is a youth advocate agency designed by and for Chinese Americans as a self-help juvenile diversion and intervention service. Their program includes criminal justice/juvenile defender assistance, employment counseling and placement, educational alternatives, tutoring and recreational and social awareness.

"We have been there for about an hour and a half and left them with a good relationship."

Mrs. Caesar thanked Messrs. Yee and Maldonado for this Community/Commission relation.

A motion for adjournment was seconded by Mr. Yori Wada and the meeting adjourned at 5:45 p.m.

RESPECTFULLY SUBMITTED

Bernice Rogers
Secretary to the CPO

RESPECTFULLY SUBMITTED

Beatrice Rogers
Secretary to the Corp

NOTE CHANGES IN COMMITTEE ASSIGNMENTS: Deletions are indicated with dashes (----). Additions or corrections are indicated by an asterisk (*).

A. MAJOR COMMITTEES.

1. JUVENILE HALL: Chairman - Rev. Donald Mayberry
Members: Michael Salerno
Robert Figone
Lou Webb
Robert Gyemant
Lou Maldonado (Liaison)

2. PROBATION: Chairman - Ellen Starratt
Members: Perry Wong Yee
~~-Yori-Wada-~~
Laura Grandin
Lou Webb

3. THE RANCHES: COORDINATOR - Yori Wada

LOG CABIN: Chairman - Ruth Drossel
Members: Msgr. Peter G. Armstrong
Robert Figone
Michael Salerno
~~-Yori-Wada-(Coordinator)-~~
Lou Maldonado (Liaison)

HIDDEN VALLEY: Chairman - Yori Wada
Members: Lou Webb
Perry Wong Yee

B. SPECIAL AND AD HOC COMMITTEES:

1. AD HOC COMMITTEE - Ruth Asawa Bicentennial (Month of August)

Co-Chairmen: Perry Wong Yee and Laura Grandin
Members: Joanne Ballou
Lois Caesar (ex-officio member)

2. ~~-PUBLIC HEARINGS:-~~ (Proposed legislation re removal of 16 to 18 year old felony offenders from jurisdiction of Juvenile Court)

* PUBLIC RELATIONS:

Chairman - Michael Salerno
Members: Dr. Edward Smith
~~-Laura Grandin-~~
* Georgine Heller

3. SPECIAL RESOURCES COMMITTEE: Chairman - Joanne Ballou

4. AD HOC - Research Ranch Graduates: Chairman - Dr. Edward Smith
* Laura Grandin

(Include Mrs. Marge Hills, with assistance of Warren Cain ~~and Georgine Heller~~)

B. SPECIAL AND AD HOC COMMITTEES: (Continued)

5. AD HOC - Conflict of Interest: Lou Webb
Lois Caesar
Robert Gyemant
(with Joseph Botka)

6. LEGISLATIVE COMMITTEE: Chairman - Laura Grandin
Members: Robert Gyemant
Michael Salerno
Ruth Drossel
Lou Webb

* 7. AFFIRMATIVE ACTION: * Yori Wada

C. LIAISONS:

(1) COMPREHENSIVE EMERGENCY SERVICES COMMITTEE - * Lois Caesar

(2) HUMAN RIGHTS - 0

(3) DETENTION CONTROL - Ellen Starratt and Msgr. Peter G. Armstrong

(4) DELINQUENCY PREVENTION - Rev. Donald Mayberry and Msgr. Peter Armstrong

(5) SAN FRANCISCO MENTAL HEALTH ADVISORY COMMITTEE
(Sub-Committee Task Force on ~~Children's Needs~~ -- Laura Grandin
*(Correction)- Children's Unmet Needs

(6) BOARD OF SUPERVISORS: - Chairman: Robert Gyemant
Members: Laura Grandin
Michael Salerno
Msgr. Peter G. Armstrong
* Ellen Starratt (Liaison)
(Members to work interchangeably in appearing before the Board of Supervisors, as needed).

(7) COURT-POLICE LIAISON - Joanne Ballou

(8) OFFICE MANAGEMENT AND DEPARTMENT OF SOCIAL SERVICES COMMITTEE - Msgr. Peter G. Armstrong

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES September 2, 1976

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he meeting was called to order by Chairman, Mrs. Lois Caesar, at 12:30 P.M.

oll Call: Commissioners Present: Mrs. Lois Caesar
Mrs. Joanne Ballou
Mrs. Ruth Drossel
Mr. Robert Figone
Miss Laura Grandin
Mr. Robert Gyemant
Mr. Louis Maldonado
Mr. Michael Salerno
Mr. Yori Wada
Miss Lou Webb
Mr. Perry Wong Yee

Commissioners Excused: Msgr. Peter G. Armstrong
Rev. Donald Mayberry
Dr. Edward A. Smith
Mrs. Ellen Starratt

Staff: Judge Francis W. Mayer
Warren Cain, Acting Chief Probation Officer
Mr. Robert Foote, Director of Institutions
Mrs. Ruth Cowan, President, Volunteer Auxiliary

Guests: Mr. Jim Buick, MCJC
Ms. Denise Legacki, YSB
Mr. Tim Dupree, YSB
Mr. Dexter Waugh, Examiner

INUTES OF JUNE 3, 1976

was moved and seconded that the minutes of June 3, 1976, be approved. Motion rried.

UR and REPORT OF THE RUTH ASAWA BICENTENNIAL PROJECT by Laura Grandin and Perry ng Yee

ura Grandin and Perry Yee invited the Commissioners to visit the Children's Cen- to view the Mural the children of the Center created this summer under the pervision of Mrs. Ruth Asawa. Some of the children who participated in the pro- t were present and were introduced to the Commissioners, and pointed out their rticular contribution to the Mural.

r. Asawa reported that a project such as this brings out the skills that children ae and she feels there should be an opportunity for scholarships to encourage h youth to develop their skills, to further their rehabilitation and their educa- in. Mrs. Asawa urged that Youth Guidance Center make fuller use of the Center's ailities and that the school district be involved. The children were proud of hir project and really enjoyed working on the mural.

JUDGE'S CORNER

Judge Mayer expressed his appreciation and thanks to Mrs. Ruth Asawa and the Ad Hoc Committee Members (Perry Wong Yee, Laura Grandin, Co-Chairmen; Joanne Ballou, and Mrs. Lois Caesar (ex-officio member) for the effort they put into this project to help make this Center a better place for the children. *The Commission moved to discharge the Committee with appreciation.

*CORRECTED 10/27/76 Add sentence.

The Commissioners reconvened in the Conference Room (at 1:10 p.m.) to continue the meeting.

VOLUNTEER AUXILIARY

Mrs. Ruth Cowan, newly elected President of the Volunteer Auxiliary, attended her first meeting of this Commission and was formally presented to the Commissioners. Mrs. Lois Caesar welcomed her to the meeting and assured her of the appreciation of the services the Auxiliary is providing for the children at the Center.

Mrs. Cowan remarked that she looks forward to working with this Commission and that she considers the Volunteer Auxiliary to be a massive public relations program to create good will for both the children at the Center and the public in general. She added that she particularly enjoyed viewing the mural project today because it shows total involvement, and commended the two Commissioners (Perry Yee and Laura Grandin) who worked on the project for doing a tremendous job.

OLD BUSINESS - MAJOR COMMITTEES:

JUVENILE HALL

Mr. Robert Figone reported that he and Rev. Mayberry had met with all parties concerned regarding a complaint that had been registered with the Commission. He further stated that the problem was resolved to the satisfaction of all persons involved. (Rev. Mayberry will submit a written report.)

PROBATION COMMITTEE

Laura Grandin reported that the Probation Committee is preparing a questionnaire to ascertain what agencies are being used for referrals. They noticed a tendency for some Probation Officers to refer youths to certain agencies. The Committee wants to find out if their needs are being met at these particular agencies and to get the feelings and opinions of the youth about the agencies.

THE RANCHES - LOG CABIN RANCH

Mrs. Lois Caesar reported that Mrs. Ruth Drossel, Chairman of the Log Cabin Ranch Committee, requested permission to submit a report on the Grand Jury Report and Log Cabin Ranch. The Chair requested that the report be made during an Executive Session.

Mrs. Caesar requested of each of the Major Committees (Juvenile Hall, Probation, and the Ranches) a written report to be submitted at the next Commission Meeting, October 7, 1976, outlining the goals each committee has set for the year 1976.

THE RANCHES - HIDDEN VALLEY

Mr. Yori Wada stated that a typed report had been sent out to all Commissioners this summer.

SPECIAL and AD HOC COMMITTEES:

RUTH ASAWA BICENTENNIAL

After discussion with the Ad Hoc Committee of the Ruth Asawa Bicentennial project, Mrs. Caesar reported that it was unanimously agreed to go ahead with plans for the dedication of the Mural and hanging of same. The Mural is expected to be ready about the last week of September, at which time there will be a very short dedication ceremony with invitations sent to key people in the community. It was suggested 1:00 or 1:30 would be a convenient time to hold the ceremony.

CONFLICT OF INTEREST

Mr. Robert Gyemant reported that a verbal opinion had been received from the City Attorney's Office stating that since we are an adjunct of the Superior Court, we are exempt from providing a Conflict of Interest Code.

LEGISLATIVE COMMITTEE

Mr. Robert Gyemant reported that he had studied A.B. 3121 in its amended form. He noted that the Bill is fairly well along in the process of legislation so it is too late to submit suggested changes. He suggested a system of monitoring the Bills be established, submitted well in advance, to give him more time for study of the Bills.

A system of communication regarding legislation proposed, pending, and passed, should be explored. After some discussion it was agreed that the Legislative Committee would use the bill analysis information, provided through the CPO's Office, and report to the Commission each month in order for the Commission to be able to take intelligent, timely action.

FINANCE COMMITTEE

Robert Gyemant stated that, in order for the Commission to be effective in helping Juvenile Court deal with budget problems, a dialogue must be established with the Board of Supervisors by the members of this Committee (Gyemant, Webb, Armstrong).

Near the end of the meeting pickets entered the conference room to demand that the Commissioners discuss the Civil Grand Jury Report and that the Commission take action. The Chair assured the group that following the Executive Meeting there would be a statement on behalf of the Commission by her.

MEETING ADJOURNED TO EXECUTIVE SESSION AT 1:30 P.M.

The next scheduled meeting will be held on Thursday, October 7, at 12:30 P.M. in the Conference Room at Youth Guidance Center.

Respectfully submitted:

Ruth Drossel

Mrs. Ruth Drossel, Secretary

Ernice Rogers, Recording Secretary

JUVENILE JUSTICE COMMISSION MEETING

MINUTES October 7, 1976

The Meeting was called to order by Chairperson, Mrs. Lois Caesar, at 12:00 P.M.

Roll Call: Commissioners Present: Mrs. Lois Caesar
Msgr. Peter G. Armstrong
Mrs. George Ballou
Mrs. Ruth F. Drossel
Miss Laura Grandin
Mr. Robert Gyemant
Mr. Louis Maldonado
Rev. Donald Mayberry
Dr. Edward A. Smith
Mrs. Ellen Starratt
Miss Lou Webb
Mr. Perry Wong Yee

Commissioners Excused: Mr. Robert Figone
Mr. Michael Salerno
Mr. Yori Wada

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Tom Spillane, Business Manager
Mrs. Ruth Cowan, President, Volunteer Auxiliary
John Kearney, Court-School Principal

Guests: George Callanan (Psychology Major)
Ralph Hoffman (Accounting Major)
Neil Ganz (Biology Major)
Matt Newton (Business Major)
Visiting students from the University of Florida

MINUTES OF SEPTEMBER 2, 1976

M/S/C to approve minutes pursuant to a correction to be added at the end of the Judge's Corner on page 2 as follows: "The Commission moved to discharge the Committee with appreciation."

CORRESPONDENCE

1. To Joseph Botka, from G. Negrette, Department of Youth Authority, dated 9/15/76, w/copy to Commission Chairperson, announcing dates of his inspection visits to Youth Guidance Center facilities.

2. To L. Plotkin, Teledyne, from Commission Secretary, dated 9/23/76, confirming his consent to testify at the Hearing.

3. To Chairperson Caesar and Commissioners Grandin, Drossel, and Webb, from Mrs. S. Williams, dated 6/1/76, concerning an incident at Juvenile Hall.

4. To Chairperson Caesar, from L. Plotkin, Teledyne, dated 10/1/76, concerning requested job placement information.

JUDGE'S CORNER

The Judge stated he was very pleased with the way the Public Hearing on September 29th was conducted and congratulated the Commissioners on a job well done. He reported that the Judges met on the same day on the same subject matter as was discussed at the Public Hearing but have deferred taking any action until the Juvenile Justice Commission submits their report. The record of the Public Hearing is now being transcribed and will be paid for by the Court.

Senate Bill 30, which involves dependency, has been signed by the Governor and will be put into effect in two counties over a four year period; one over and one under 500,000 population. The Coleman Foundation has been very active in seeking approval for San Francisco to be selected as one of the counties and has offered $50,000 to meet part of the expense for the first year. The Governor has reduced the amount of money available to the City and indicated, in his opinion, the whole subject matter is a County problem and should be handled by the County government at County expense. The following two years will be very costly to the County, and based on our financial situation at this time, it is doubtful the County can meet the expense.

The Judge urged members of the Cimmission to study Senate Bill 30 and to make whatever recommendations they desire.

Senate Bill 3121 has been passed and is now being implemented. It will become law January 1, 1977, and it appears as though out-of-home placement will be affected. The Judge is hopeful that many of the Southern California placements can be returned home. Most status offenders will be treated in the community, in a crisis home, a local group home, or in their own home. The Judge feels that 602's could be handled at our ranches and in private placement facilities here. The 602's detained prior to hearing will be those who may be of danger to the community due to violent conduct on the streets; those who are detained for their own protection; or those likely to flee jurisdiction. Barring those exceptions, most of the other youths will be going home under what is called a "Detention Plan" where they are released to their parents with certain conditions laid down.

The Judge stated that the coming year will be very challenging and this Commission can play a very active role in all the changes by their advice to the Judge and to the Chief Probation Officer.

The Judge was requested to hasten the delivery of the Public Hearing transcript. He replied that it is a priority item and he expects it to be available about October 18th. Copies will be sent to all Commissioners.

OLD BUSINESS (MAJOR COMMITTEES - Reports and Goals for 1976-77)

PROBATION - Ellen Starratt, Chairman (See Report attached)

~~The Probation Committee in conjunction with the Youth Services Bureau has drawn up a Memorandum of Understanding with six selected community agencies, with Mr. James Pierce as Agency Liaison. Emphasis is put on the use of these six agencies but not limited to these six.~~

CORRECTED 1/4/76 The Probation Committee informed the Commission that a Memorandum of Understanding has been drawn up and has been signed by six community agencies. The Memorandum of Understanding is not limited to these initial agencies and other agencies are encouraged to work with the Probation Department.

BUSINESS (Continued)

JUVENILE HALL - Rev. Donald Mayberry, Chairman

M/S/C (Webb) approve the report submitted by Commissioner Mayberry concerning the incident involving Mrs. S. Williams' son. (See Report attached).

A discussion was held concerning the manner in which the above matter was delegated to a committee and how such special issue should be delegated in the future to subcommittees. It was decided that: (1) All meeting notices must be in writing; (2) That when communications are directed to particular Commissioners, they must be advised before hand which subcommittee the matter has been referred to; and (3) When such matter is resolved by a subcommittee, that all parties concerned be advised of the resolution after it has been approved by the Juvenile Justice Commission.

THE RANCHES - LOG CABIN - Ruth Drossel, Chairman

Mrs. Drossel reported that the Committee has decided to wait until recommendations or decisions are made as a result of the Public Hearing before presenting their goals. The Log Cabin Committee will make an inspection of the Ranch before December.

In response to the question as to whether there would be any action or follow-thru on the recommendations made by Commissioners Grandin, Yee, and Maldonado following their inspection tour of the Ranch on June 10, 1976, Commissioner Drossel replied that no action would be taken until after she and her committee had made their inspection.

SPECIAL AND AD HOC COMMITTEES

SOUTH ASAWA BICENTENNIAL - Perry Yee and Laura Grandin, Co-Chairmen

Discussion was held regarding obtaining of funds through LEAA to open up a Creative Arts Program, hopefully in the amount of $50,000 to get artists from the community to come here and work with the youth. The present plan is being considered for Juvenile Hall but may eventually include the Ranches. It was also suggested that as a part of the school system's contribution, there could be an extension of high school arts and crafts classes to be held here at the Center. Commissioner Grandin reported that there is great enthusiasm for applying for grants to provide more projects, such as the Bicentennial Project, and ideas should be submitted in writing.

M/S/C (Webb) that a committee be established composed of Commissioners Grandin, Yee, and Ballou, to develop proposed projects. This committee is free to exercise responsibility to follow thru on the enthusiasm and interest generated to bring about a successful conclusion to these projects. This Juvenile Hall Art Committee is hereby appointed to bring proposals before the entire Commission before it is actually established.

OLD BUSINESS (Continued)

LEGISLATIVE COMMITTEE - Laura Grandin, Chairman

The Legislative Committee will keep in touch with Mr. Joseph Botka, on a regular basis, as to what is occurring in the Legislature.

M/S/C (Webb, Gyemant) that notification of legislative hearings be made in writing.

LIAISONS:

COMPREHENSIVE EMERGENCY SERVICES COMMITTEE - Lois Caesar, Chairman

Chairperson Caesar was in receipt of a letter from the Coleman Foundation regarding Senate Bill 30 and their commitment of $50,000 matching funds for the first year. As was noted by the Judge's report, this Bill is solely for dependent children and its purpose is to prevent children from being removed from their parents. It was suggested that to better understand the Coleman Foundation and how it relates to the Juvenile Justice Commission, a committee should be formed to study the Coleman program.

M/S/C. that the Juvenile Justice Commission, through Mr. Joseph Botka, request Mr. Don Benz to report to the Commission monthly on the progress of the Bill for financing the Comprehensive Emergency Services as sponsored by the Coleman Foundation.

It was pointed out that information contained within the Comprehensive Emergency Services is quite extensive and some member of the Commission should work with Mr. Benz on the subject.

Commissioner Drossel called for an amendment of the motion and suggested Commissioner Yee work with Mr. Benz as liaison for the Commissioners in making reports and keeping the Commissioners informed.

Commissioner Webb asked that the amendment be combined into a main motion.

M/S/C (Drossel, Mayberry) that Commissioner Yee be appointed as liaison to work with Mr. Benz on making reports to this Commission regarding the Coleman Foundation. Commissioner Gyemant abstained.

BOARD OF SUPERVISORS - Robert Gyemant, Chairman

This Committee plans to go before the Finance Committee of the Board of Supervisors to explain our financial situation, our problem areas, and to discuss how the problems can be eliminated in the future. Will have similar meeting with the Mayor, if necessary.

REPORT ON PUBLIC HEARING, SEPTEMBER 29, 1976

Chairperson Caesar commended the Planning Committee (Commissioners Drossel, Webb, and Gyemant) for a well planned Hearing. Chairperson Caesar advised the Commissioners that they should have the total report for study within the next ten days.

REPORT ON PUBLIC HEARING, SEPTEMBER 29, 1976 (Continued)

Commissioner Gyemant pointed out that it is essential that the transcript be read and reviewed by each Commissioner before forming an opinion and constructing an evaluation. It would be appropriate for each Commissioner to develop his own list of priorities from the transcript (perhaps no more than 8 or 10 items) and commit them to writing before meeting in a free form session. When priorities have been reduced in writing, it would then be in order to meet as a committee of the whole to flush out items that have not been adequately explored, to form a guideline within which the Commission could prepare a report.

Commissioner Grandin asked if factual information which was not available to the Commissioners at the Public Hearing could be obtained from the Civil Grand Jury. Commissioner Gyemant responded that a letter could be sent to the City Attorney's Office asking for a decision on whether the Grand Jury is obliged to maintain confidentiality.

The date of Sunday, October 31, 12 Noon, was agreed upon; Commissioners to meet at Commissioner Gyemant's home at Noon for Brunch and a Workshop meeting.

M/S/C (Gyemant, Webb) that a committee specifically inquire of the City Attorney a formal ruling on whether the Penal Code provides the Grand Jury immunity from testifying.

Commissioner Gyemant added that the next move would be to obtain a subpoena for the transcript of the Civil Grand Jury proceedings and suggested that someone who was not on the planning committee get involved in this aspect of it.

M/S/C that a committee of four people be hereby created for the purpose of preparation, delivery, and follow-up on an opinion from the City Attorney as to whether the transcripts and all reported testimony heard by the Civil Grand Jury in connection with the preparation of the two reports, which were the subject matter of the inquiry, are immune from Commission inquiry by virtue of Section 9, Section 924.1, 924.2, 924.3 of the California Penal Code.

The four committee members are: Commissioners Starratt, Grandin, Yee, and Mayberry.

M/S/C (Webb) that Commissioner Gyemant draft a statement to the Attorney General requesting an opinion as to whether or not the Juvenile Justice Commission has the sole jurisdiction for making inquiries into the conduct and administration of the Youth Guidance Center and its facilities.

M/S/C (Gyemant) that the Chair direct the Chief Probation Officer and staff to prepare a detailed report for dissemination to the Commission of the LEAA funded projects to be undertaken at the Log Cabin Ranch, or Hidden Valley Ranch, and that this report be available in advance of the next regularly scheduled Commission meeting; and, further, to be kept apprised of any and all plans for funding projects within the total Juvenile Justice System of San Francisco.

M/S/C (Armstrong and Gyemant) that the Commission be kept apprised of the process involved in combining Log Cabin Ranch and the Hidden Valley Ranch and that the Ranch Committees work closely with the Chief Probation Officer and staff in regard to this.

NEW BUSINESS - Mr. Joseph J. Botka

Mr. Botka reported that the Civil Service Examination for Assistant Chief Probation Officer position will be held. Suits have been filed to keep the Supervisor and Probation Officer examination from being held. The Probation Officers have filed a complaint with LEAA in Washington complaining about discrimination in hiring and an inquiry will be made. A representative from Washington will conduct a meeting in the Youth Guidance Center Conference Room on Friday, October 29, 1976, at 9:30 A.M. All are welcome to attend.

Commenting on the Public Hearing, Mr. Botka questioned the basis of knowledge by which Mr. Mallen made a statement recommending that both ranches be closed. Mr. Botka stated that Mr. Mallen made this statement in the context of never having visited the ranches. Mr. Mallin's own staff did not recommend the closing, and he has never, to anyone's knowledge, worked in Juvenile Court or practiced in Juvenile Court.

Mr. Botka reported that Mr. James Licavoli has been reinstated at Log Cabin Ranch as its permanent Director. Mr. Carroll Pebbles will continue to hold his title of Ranch Director but is assigned to Hidden Valley Ranch. However, temporarily, Mr. Don Carlson will be Acting Director while Mr. Pebbles is helping out in the Accounting Office due to the salary/position freeze.

It was noted that Mr. Tom Spillane of the Business Office has lost over half of his staff. Mr. John Farrell, City Controller, has advised that as soon as the Mayor's Office signs the new budget he will be in a position to release positions. Commissioners Armstrong and Gyemant will confer in detail with Mr. Botka and, if necessary, will get a court order from the Judge ordering the Board of Supervisors to proceed under law, which means the Court has a right to order, as a first priority, funding of the budget to get its job done. Mr. Spillane will make available the information regarding supplemental appropriations.

VOLUNTEER AUXILIARY - Mrs. Ruth Cowan

Mrs. Cowan reported that the Volunteer Auxiliary is very much interested in art enrichment and has just recently presented an honorarium to Mrs. Ruth Asawa in appreciation for her dedicated work and inspirational force in working with the youth here at the Guidance Center. Mrs. Cowan noted particularly the painting of murals on the walls of the long bare corridors during the summer of 1973; the donation of a beautiful wire sculpture now gracing the library; and in 1976 the creation of a Bicentennial Mural, dedicated to all children, and which now hangs in the Cafeteria at Youth Guidance Center for all to enjoy and appreciate.

Mrs. Cowan reminded everyone that the Volunteer Auxiliary Newsletter is available to anyone who wishes it. The present edition tells about the Fall Fund Raiser and has a column on the Bicentennial Mural and dedication.

MEETING ADJOURNED AT 2:50 P.M.

The next regularly scheduled meeting will be held on Thursday, November 4, 1976, at 12:30 P.M. in the Conference Room at Youth Guidance Center.

Respectfully submitted:

s/ Ruth Drossel, Secretary

Bernice Rogers, Recording Secretary

JUVENILE JUSTICE COMMISSION MEETING

MINUTES November 4, 1976

The Meeting was called to order by Chairman, Mrs. Lois Caesar, at 12:30 P.M.

Roll Call: Commissioners Present: Mrs. Lois Caesar
Msgr. Peter G. Armstrong
Mrs. Ruth F. Drossel
Mr. Robert Figone
Miss Laura Grandin
Dr. Edward A. Smith
Mrs. Ellen Starratt
Miss Lou Webb
Mr. Perry Wong Yee

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Commissioners Excused: Mrs. George Ballou
Mr. Robert Gyemant
Mr. Louis Maldonado
Rev. Donald Mayberry
Mr. Michael Salerno
Mr. Yori Wada

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Mr. Robert L. Foote, Director of Institutions
Mrs. Ruth Cowan, President, Volunteer Auxiliary
John Kearney, Court-School Principal
James Pierce, Probation Officer
Greg Bonfillio, Deputy Public Defender (Acting Head Attorney, Juvenile Court)

MINUTES OF OCTOBER 7, 1976

M/S/C to approve minutes as corrected and rewording paragraph at bottom of page 2, to read as follows: "The Probation Committee informed the Commission that a Memorandum of Understanding has been drawn up and has been signed by six community agencies. The Memorandum of Understanding is not limited to these initial agencies and other agencies are encouraged to work with the Probation Department."

CORRESPONDENCE

~~No correspondence.~~ Corrected 12/10/76 to No correspondence was read.

JUDGE'S CORNER

The Judge reported meeting with Mrs. Ruth Asawa and volunteers engaged in developing an Art Program at Youth Guidance Center. The means of funding is under study.

Senate Bill 30, which will become effective July, 1977, was discussed. Mr. Sarsfield, Director of the Department of Social Services, is receptive to this Bill but will discuss it more fully with staff before making a determination whether to apply. Most of the funding will be matched money by foundations and a good portion from private sources.

A.B. 1650, passed in 1975, W & I Code, allows a caretaker to be placed in a home by Court Order. The Judge feels this program is a good one and attemps should be made to get this Bill implemented.

JUDGE'S CORNER (Continued)

Judge Mayer reported on the Referee System at Juvenile Court. The Legislature has ruled that Referees have to be Attorneys with at least five years experience. Juvenile Court presently has three Attorneys acting as Referees. The Referees are employees of the Court, assigned by the Presiding Judge of the Superior Court and are actually Commissioners of the Superior Court of this County. Sometime ago the title of Referee was changed to Commissioner to facilitate movement of personnel through the Court. As long as they were designated as Referees this would not have been possible. The Judge is aware that there have been complaints about the Referees but stated that they have a large volume of work and are doing their jobs in a professional manner.

The Judge does not evaluate the Referees but if there are serious complaints about a Referee, the Judge brings it to the attention of the particular referee involved or he could bring it to the attention of the Presiding Judge or Personnel Committee for review and recommendation to the Court as a whole. The Judge added that he does meet with his Referees and they do discuss complaints, but not on a regularly planned basis. If the Juvenile Justice Commission were to recommend that the Court do an evaluation, the Judge feels it would probably be assigned to the Juvenile Court Committee or Personnel Committee.

The question by the Civil Grand Jury regarding Juvenile Court Referees was not directed basically to the Juvenile Justice Commission but directed to Superior Court hence the Judge feels the Juvenile Justice Commission is under no obligation to answer their particular question but should refer the matter to the Presiding Judge of the Superior Court, or recommend that a special committee be appointed by the Presiding Judge of the Superior Court for this purpose.

PRESENTATIONS:

Ed. J. Nevin (Attorney): Mr. Nevin reported that he is representing 13 of our temporary Juvenile Court Probation Officers who have been unable to obtain permanent status since examinations have not been held for several years due to litigation involving minority and civil rights issues. Juvenile Court Counselors have filed a complaint stating that they should be considered the next lower rank and allowed to take the same examination as a promotional. Civil Service has decided to issue two separate lists: one list of successful counselor applicants who would be placed on a promotive list; and all others would be placed on an entrance list in order of their scoring. Those on the promotive list would be given preference over those on the entrance list. When the promotive list is exhausted, they would then proceed to No. 1 on the entry list. Civil Service Commission decided that they were bound by the Charter provision to grant priority to Counselors. A Writ of Mandamus has been filed requesting the Superior Court to overturn the Civil Service Commission's decision on the grounds that their decision was an abuse of discretion. The racial balance of the 13 Probation Officers is as follows: 6 Black, 1 Spanish, 1 Chinese, 5 Caucasian (4 females; 1 male). Mr. Nevin requested the Commission's participation in the pending litigation with a statement such as "We as a Committee of the San Francisco Juvenile Court wish to take a position in this case." The Hearing will be held within the next two months.

PRESENTATIONS (Continued)

Harry Clifford (District Attorney's Office): Mr. Clifford was unable to be present but has made a statement with reference to the Grand Jury Report on Plea Bargaining to the Human Rights Commission to the effect that there is no plea bargaining in Juvenile Court. In a conversation with Mrs. Caesar, he stated that there are times when the ~~case or~~ accusation is changed in order to ~~facilitate a lesser judgment~~. Corrected 12/10/76 delete "case of", change "facilitate a lesser "judgment" to "reflect the true facts."

Greg Bonfillio (Deputy Public Defender); Mr. Bonfillio is a Deputy Public Defender employed by the City and County of San Francisco, Acting Head Attorney at Juvenile Hall since November 1970. Mr. Bonfillio feels that the definition of plea bargaining will become very important in the sense that S.B. 3121 will require District Attorneys to file charges according to whether they are felonies or misdemeanors. S.B. 3121 indicates that minors may not be incarcerated in a juvenile facility for longer than an adult would be incarcerated, and the Ranches are bound by the same law. The Public Defender attempts to advise the minor of the charges, advises the parents and tells them what possible sentence could result if found guilty of charges, and he added that the system does create problems. He also stated that the Referee does not always read a petition to the minor. The Probation Officer should be a supervising Probation Officer to supervise the minors as they go through the Court proceedings. The District Attorney's Office is charged with investigating reports of all minors charged with crimes, of minors beyond parental control, or reports of parental neglect. A number of problems in our department are caused by the Referee system, the school system, etc. His opinion is that since the Judge appoints the Referee he should not be allowed to evaluate a Referee.

Robert L. Cooley (Research Fellow, Humanistics Psychology Institute):

Question: Where did you get your statistics from? If from the Annual Report, are there problems in terms of the Report?

Answer: Have looked at both the '74 and'75 Reports. Most of the statistics quoted in my report and the recommendations come from the '75 Report. Any discrepancy between the '74 and'75 Reports would not affect my report.

Question: Recidivism and the fact that you felt it didn't matter where a youth graduated from, whether private placement or Log Cabin...

Answer: The results shown by my study that... whether it is outright release, probation, or private or public placement... does not result in any difference in rate of recidivism. The rate of recidivism found in my study of people in Juvenile Hall was 64 percent. The rate of recidivism in the nation overall in 1974 for people under the age of 20 was 64 percent. We are doing as well as or as bad as everyone else.

Question: We have been assuming that vocational training programs help to reduce recidivism. Do you know studies which prove this and do you have recommendations regarding vocational programs?

Answer: In theory it sounds real good. If there are studies bearing it out, I would be more than pleased to believe it. The overwhelming amount of evidence indicates that illegal behavior by adolescents is a natural, normal phenomena. More

Robert L. Cooley (Continued)

than 80 percent of children between the ages of 10 and 18 commit illegal acts. There is evidence which indicates that illegal behavior is necessary, that children must take risks and one of the ways to take risks is to do something that is against the law. I realize this is a tremendous departure from popular thinking. The thinking is, if a kid is bad, he should be punished, treated, etc. Results show neither of these work. Risk taking will take place. Delinquency is created by adults simply by labeling risk-taking behavior as delinquent. Adults should take the attitude that risk-taking is normal behavior - now what are we going to do about it...

Question: You suggested in your Report to the Commission that fewer or no boys be sent to the Ranches. Why?

Answer: A lot of studies indicate treatment in the community is better than treatment in a facility. By community, that is something other than a Ranch. Until we find out how to treat them we have to lock them up for their own protection as well as ours. An example of a successful project is the San Francisco Boy's Home. At the Boys Home there are no more than 8 kids in a house, a house in the community; no more than 2 kids to a room; there are counselors on duty 24 hours a day who are young, who speak street language, and there is a peer pressure system built up - a sense of "if you mess up you're going to mess the rest of us up". In a situation where not more than 8 kids are living in a normal situation, the transition from that situation to go home again, or some place else in the community, once the sentence is served, is a minimal one compared to the transition from Log Cabin Ranch or Hidden Valley Ranch. A definite problem with the Community Agency or Group Home is one of quality control. That doesn't mean you tell the people in thos Group Homes what to do, it means you find out what they are doing and measure the results of what they have done - the best concept of quality control. It is a well established discipline and when applied correctly, it can tell you what you want to know. (In reply to a general discussion, Mr. Cooley said that kids committed to the Ranches have somewhat more serious offenses than kids committed to private placement.)

Question: Do you think kids now being sent to Log Cabin Ranch could be kept in some of the Community Homes in San Francisco?

Answer: I am fully convinced of it. I would not suggest closing the Ranches - I would suggest a study. Take kids sent to the Ranches and match them as nearly as possible with past records and present data, etc., and send one to the Ranch and one to a Community Home - do it over a period of months - and design a research project so you have a comparison. The Juvenile Justice Commission has a tremendous opportunity to come up with a way of determining the results of such a study which would be a model for the rest of the country.

Jim Pierce (Probation Officer): We have attempted to send kids from Log Cabin Ranch and Hidden Valley Ranch to the Boys Home, but they won't accept them because they are "too bad". They will only accept nice kids who are motivated...
My job is statistics - keeping an accountability of minors we are referring to community groups. We have had approximately 20 referrals from the Supervising Probation Officers to community groups. The Youth Service Bureau will not accept minors on probation so the only referrals to the Youth Service Bureau must be from Intake Division or Family Crisis Division. We are now sending applicants to the Youth Service Bureau from Intake Division and sending minors to community groups from the

Jim Pierce (Continued)

Supervision Unit. Community groups will accept any minor on probation no matter what the offense - from auto theft to strongarm. Youth Service Bureau will not accept any minor on probation or who has an extensive record of felonies, so most referrals to Youth Service Bureau have to be 601's at this point.

The Youth Service Bureau is primarily a diversion project whereas others are probation supported. On the basis of the Memorandum of Understanding, a referral letter goes out by the Probation Officer to a community group. He tells them whom he is sending over and sends a copy of the letter. The Community Group agrees to give a 90 day evaluation. The Community Group will take him if they feel they can do something within 90 days. Supervisors should check with their Probation Officers about every 30 days on the progress of their referrals. (See list of Agencies and Memorandum of Understanding attached).

Mr. Botka stated that RAP, Mission Neighborhood, and Potrero Hill will take assignments from Court but they do not want to be answerable to Court. They will not sign an Agreement andthey will not give a 90 day evaluation. They do get the parents' permission to work with a child.

ANNOUNCEMENTS:

Chairman Caesar announced that there were two committees to be appointed:

1. Commissioners Starratt, Grandin, and Gyemant - to finish up the drawing up of final report.

2. Commissioners Armstrong, Mayberry, and Caesar (with Commissioner Figone as alternate) to visit Judge Henry Rolph, Presiding Judge of the Superior Court on Tuesday, November 9th, with reference to expediting the report.

oseph Botka stated he would like to establish a Planning and Goals Committee with is staff and with representatives from the Juvenile Justice Commission to meet within the next month.

or the record it was noted that the Juvenile Justice Commission would not be conucting any further business, except investigatory matters, which must be finished efore taking on any other business.

r. Robert Foote, Director of Institutions, in the absence of Mrs. Ann Billyard, distributed for her the statistics of racial breakdown at the Ranches. (See attached).

hairman Caesar announced that another Workshop, to be held on November 20, 1976, ust have copies of all materials being received today. Commissioners will receive ssignments in preparation for the Workshop on November 20, 1976, to be held at o'clock at 1075 Ellis Street.

hairman Caesar announced that this is the last meeting for the Recording Secretary, iss Bernice Rogers, who is retiring.

EETING ADJOURNED AT 3:45 P.M.

he next regularly scheduled meeting will be held on Thursday, December 2, 1976, at :30 P.M. in the Conference Room at Youth Guidance Center.

spectfully submitted: s/ Ruth Drossel, Secretary

ernice Rogers, Recording Secretary

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12/2/76
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JUVENILE JUSTICE COMMISSION MEETING

MINUTES December 2, 1976

The meeting was called to order by Chairman, Mrs. Lois Caesar, at 12:30 P.M.

Roll Call: Commissioners Present: Mrs. Lois Caesar
Mrs. Ruth Drossel
Msgr. Peter G. Armstrong
Mr. Robert Figone
Miss Laura Grandin
Mr. Robert Gyemant
Mr. Michael Salerno
Dr. Edward A. Smith
Mrs. Ellen Starratt
Mr. Yori Wada
Miss Lou Webb
Mr. Perry Yee

DOCUMENTS
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Commissioners Excused: Mrs. George Ballou
Rev. Donald Mayberry
Mr. Louis Maldonado

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Mrs. Ruth Cowan, President, Volunteer Auxiliary
John Kearney, Court-School Principal
Don Carlson, Supervising Counselor, Juvenile Hall

Guests: Jane Asselin, Coordinator, Delinquency Prevention Commission
Mary Hobb, a member
Mariana Tom, Student, S.F. State

MINUTES OF NOVEMBER 4, 1976

MSC to approve minutes of November 4, 1976 subject to the following corrections: Under Correspondence, change to no correspondence was read. Page 3, first paragraph last sentence, delete "case or", change "facilitate a lesser judgement" to "reflect the true facts."

Correspondence:

1. 11-24, To Chairman Caesar regarding the fee of $40. for use of State Building Room for Commission Hearing.

2. 11-15, To Quentin Kopp, copy to this Commission from Rita Semel, Family Service Agency, regarding endorsement to make San Francisco a demonstration County under S.B. 30.

3. 11-17, To the Chair of the Commission from the Cooks of Hidden Valley-Log Cabin Ranches, requesting a change of classification.

The Chair requested action on the correspondence and the Commission responded as follows:

M/S/C (Gyemant, Webb) that the matter of the $40. rental fee be referred to the Finance Committee.

CORRESPONDENCE (Continued)

M/S/C (Webb, Drossel) that the matter of reclassification of Cooks be referred to Committee to be discussed at January meeting. Wada, No. The Chair named the following persons to that Committee: Webb, Smith, Yee.

After hearing comments from the Judge and other members of the Commission it was M/S/C (Wada, Grandin) that Edwin Sarsfield, Director, Social Services Agency and Ira Okun, Director, Coleman Project be asked to speak at the January meeting, each being told that the other would speak. Commissioner Grandin requested that copies of S.B. 30 be sent to Commissioners.

The Secretary requested, that, in the interest of time, the correspondence not read at the previous meeting be included in these Minutes with a short synopsis but not read in full, that file to be distributed among the Commissioners. M/S/C (Armstrong, Salerno) no, Webb, Gyemant to include previous month's correspondence in Minutes.

10/15 To Commissioner Figone, from Wm. Mallen, Mayor's Criminal Justice Council, in which he outlines his recommendations on placing community-based prevention programs into the City's budget.

10/18 To Hon. Thomas O'Connor, City Attorney, from Chairman Caesar, in which she requested rulings on Section 924.1 thru 924.4 of the Penal Code.

10/25 To Chairman Caesar, from Hon Thomas O'Connor, City Attorney, concerning the ruling on Sections 924.1 thru 924.4 of the Penal Code.

10/26 To Chairman Caesar, from Joseph Botka, Chief Probation Officer, concerning statements made by other witnesses at the September 29th Hearing.

10/28 To Chairman Caesar, from Joseph Botka, Chief Probation Officer, concerning a memo from Margaret McKnight, Probation Officer, having to do with comments made at the September 29th Hearing concerning the Fillmore-Fell Group Home.

To Chairman Caesar, from Captain James Ludlow Juvenile Bureau, Hall of Justice, concerning an invitation to a Conference held on November 5, 1976.

10/1 To Chairman Caesar from Leo Plotkin, Teledyne, wherein he states that he was not able to find any information on follow-up of Ranch graduates as a response to Commission request at the 9/29 Hearing.

Commissioner Starratt explained that, regarding information submitted by Harry Clifford, District Attorney, Juvenile Court,on Commission stationery, that it was she who had copied it onto Commission stationery. Commissioners were requested to so note if they are copying other individuals material.

Judge's Corner

The Judge commented that currently very serious cases are being heard and the courts are very busy. There is also a shortage of District Attorneys. He commented that the open setting for 601's is not working well in some cases since some youths were coming and going and that some parents were complaining about this change. He discussed some of the complications of the implementation of A.B. 3121 and suggested that the Commission be involved in determining how the $103,000 funding under the Mayor's Criminal Justice Council be used.

Guests

Chairman Caesar introduced and welcomed representatives from the Delinquency Prevention Commission.

Secretary and Relocation

Chairman Caesar reported that the Airplane Room would be used as our meeting room after Christmas and that a part time secretary for the Commission was under consideration.
M/S/C (Webb, Gyemant) that the Commission request an office restricted to our use complete with telephone and files even though a secretary may not be immediately forthcoming.

The Meeting was adjourned at 2:00 P.M. to convene in Executive Session.

The next meeting of the Commission will be held on Thursday, January 6, 1977,in The Airplane Room at Youth Guidance Center at 12:30 P.M.

Respectfully submitted: /s/ Ruth F. Drossel, Secretary

J85
#2
1-6-77
Corrected

CORRECTED COPY 2/9/77

JUVENILE JUSTICE COMMISSION MEETING

MINUTES January 6, 1977

The meeting was called to order by Chairman, Mrs. Lois Caesar, at 12:30 P.M.

Roll Call: Commissioners Present: Mrs. Lois Caesar
Mrs. Ruth Drossel
Msgr. Peter G. Armstrong
Mrs. George Ballou
Mr. Robert Figone
Miss Laura Grandin
Mr. Robert Gyemant
Rev. Donald Mayberry
Mr. Michael Salerno
Dr. Edward A. Smith
Mrs. Ellen Starratt
Mr. Yori Wada
Miss Lou Webb
Mr. Perry Yee

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Commissioners Excused: Mr. Louis Maldonado

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Ruth Cowan, Volunteer Auxiliary
Robert Foote, Director of Institutions
Thomas F. Spillane, Business Manager

Guests: Jean Jacobs, Coleman Foundation
Suzanne Perry, Civil Grand Jury

Minutes of December 3, 1976
M/S/C that the minutes of the previous meeting, December 3, 1976 accepted as read.

Presentations
The Chairman announced that since the guest speakers were on a tight schedule the Agenda would be changed to allow them to make their presentations.

Ira Okun, Executive Director, Coleman Children & Youth Services
Mr. Okun explained that the purpose of S.B. 30 was to cope more effectively with the increased number of children coming into the system. The bill requires that the services be comprehensive, that the services are designed to stabilize children. 80% of the funds will go to contractual services. The Bill also requires more legal services and intensive involvement by the Court.
Two pilot programs will be established in the state, one from a large county and one from a small one. It requires that the county put up $100,000 in funds and Coleman Foundation is willing to put up $90,000 of that amount. Coleman Foundation is requesting support from the Board of Supervisors and agencies to make application to be chosen as one of the pilot programs.

Edwin Sarsfield, General Manager, Department of Social Services
Mr. Sarsfield reviewed the Bill in terms of its general requirements, the services that must be provided and some questions raised by the Task Force. The Chairman requested that he provide the Commission a copy of informational material on the Bill which was developed by his Department. He commented that he hoped the Bill would help to reorganize the entire program.

Correspondence

10/8/76 From G. Bellis, President Junior League, asking for consideration of their recommendations in the Junior League Report in the light of the Grand Jury Report.

11/28/76 From F. Holtz & E. Collins of the Community Counseling Association to acquaint the Commission with their agency.

1/3/77 From Louis Maldonado informing the Commission of his resignation and, as Treasurer, attached his report and a check for the balance in the amount of $34.09.

1/3/77 From Commissioner Grandin requesting to be excused from February and March Meetings.

Action on Correspondence

M/S/C (Webb, Ballou) that appropriate action be taken to honor Commissioner Maldonado for his many years of faithful service to Juvenile Hall and to the Commission. The on will hold a luncheon in Commissioner Maldonado's honor. Commissioner Webb was elected Remaining Correspondence filed. Treasurer to complete Commissioner Maldonado's term

Judge's Corner

Judge Mayer commented that there are continuing problems with the implementation of S.B. 2131 in terms of the comings and goings of youth and the attendant discipline problems this creates. Regarding S.B. 30, Judge Mayer commented that it was good if it could be made to work and emphasized that in many cases the Court is already doing what S.B. 30 requires and that it should be known that the Police Department and the Department of Social Services have done their utmost to return children to their homes. He said that this Bill would make it almost impossible to remove a child from battering parents and then explained how the Bill would work. He closed with saying that we should not take the position that nothing has been accomplished and not to expect miracles from the Bill.

After questions and discussion by the Commission it was M/S/C (Armstrong, Figone) that the Commission support application by the Department of Social Services to make San Francisco County a pilot program. Vote was unanimous.

Review of Grant Proposals, J. Botka, CPO

Mr. Botka said that since the recent grant applications (San Francisco Youth Home and Log Cabin Ranch Vocational and Guidance Program) were funded and soon operative there would be no need to receive input from the Commission regarding the application. After a discussion on how the Commission should handle its participation with regard to a grant proposal now being applied for by the Chief Probation Officer (with a deadline of two weeks) it was M/S/C (Wada, Armstrong) that the Juvenile Hall Committee would make recommendations.

New & Unfinished Business

Budget

Mr. Botka commented that their budget would soon be coming up for review and that it required a public hearing. The Comission discussed the possibility of conducting the hearing in order for the general public to have input. It was decided that at this time the Finance Committee decide how our participation will be handled. The Chairman revised the Finance Committee to be: Gyemant, Grandin, Salerno, Armstrong, Starratt and Webb with Chairman Gyemant working with Mr. Botka first.

L.C.R.S. and H.V.R.S. Cooks request for upgrade of Present Classification
Committee Chairman Webb announced that her committee had met, that the matter properly belongs with their union, Local 400. She said her committee recommends that since the cooks are also involved with working with the youth, that on this basis they should be supported for an upgrade of their classification. It was so moved. (Webb, Drossel) and passed unanimously.

The Meeting was adjourned at 2:15 and moved to Executive Session.

Respectfully submitted: /s/ Ruth F. Drossel, Secretary

SF

JUVENILE JUSTICE COMMISSION MEETING

MINUTES February 3, 1977

The meeting was called to order by Vice-Chairman Mayberry at 12:35 P.M.

Roll Call: Commissioners Present: Rev. Donald Mayberry
Mrs. Ruth Drossel
Mrs. George Ballou
Miss Laura Grandin
Mr. Lou Maldonado
Mr. Michael Salerno
Dr. Edward A. Smith
Mrs. Ellen Starratt
Mr. Yori Wada
Miss Lou Webb
Mr. Perry Yee

Commissioners Excused: Mrs. Lois Caesar
Msgr. Peter Armstrong
Mr. Robert Gyemant
Mr. Robert Figone

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Warren Cain, Asst.Chief Probation Officer
Robert Foote, Director of Institutions
Thomas F. Spillane, Business Manager
Marge Hills, Volunteer Auxiliary

Guests: Jane Asselin, Delinquency Prevention Commission
Tim Dupre, Youth Service Bureau

Minutes of January 6, 1977

The Minutes of the January 6, 1977, Meeting were approved as corrected, as follows:

Action on Correspondence

Add the sentences: The Commission will hold a luncheon in Commissioner Maldonado's honor. Commissioner Webb was elected Treasurer to complete Commissioner Maldonado's term.

Also, Commissioner Starratt asked for an explanation of the $90,000 which Coleman Children and Youth Services would be contributing to the recommended pilot program which will be established under S.B. 30. Please refer to addendum on Page three.

Correspondence

1/12/77 - Announcement of a conference on February 3, at Diablo Valley College
Topic: "Teenage Runaways"

1/22/77 - Brochure from S. F. Commission on Stutus of Women announcing a workshop January 29.

1/24/77 - From CPO Joseph Botka to Community Mental Health Association endorsing their program to develop residential treatment centers for seriously disturbed adolescents, copy to the Commission.

Correspondence continued

1/24/77 - From CPO Joseph Botka to Tim Dupre and Herbert Yarbrough, Youth Service Bureau, advising that $100,000 has been placed in the Juvenile Court budget to be assigned to the Youth Service Bureau, copies to the Commission.

1/28/77 - From Gil Brigham, Deputy Director, Mayor's Criminal Justice Council, enclosing copy of Attorney General's opinion on implementation of AB 3121.

2/3/77 - From CPO Joseph Botka to Mayor Moscone re problem areas to be outlined by the CPO at the request of the Mayor.

Action on Correspondence
M/S/C (Webb, Smith) that the matter of the CPO's letter to the Mayor be referred to the Probation Services Committee with a request that they report back at next meeting.

Mr. Botka commented that the letter had come about as a response to a request from Mayor Moscone to list areas of concern.

Committee Reports

A. Juvenile Hall Committee
Although the Committee was not able to meet, the purpose for setting the meeting had been to discuss the need for an improved communicating system in the cottages. Mr. Botka commented that he had wanted to share this concern with that Committee and to be on record that he was cognizant of the problem.
Mr. Foote remarked that 189 days of work were lost last year due to counselors being hurt by youthful offenders. Mr. Botka stated that they are requesting $53,000 from various sources so that the system can be improved.

After discussion it was M/S/C(Drossel/Smith) that the Juvenile Hall Committee report on results of Mr. Botka's efforts and that a letter(s) of support be sent to those agencies being asked for funds.

B. Probation Services Committee - Chaired by Commissioner Starratt
Their Committee has not met due to the press of completion of the recent report, but will soon meet with Mr. Cain to appropriate courses of action for the next couple of months.
Additional comments made by Commissioner Starratt were: Mr. Ben Okada has scheduled a voluntary non-credit course on "Cultural Awareness" for the staff, conducted by San Francisco Community College District. Commissioner Starratt attended a meeting of the Youth Service Bureau. 44 referrals from probation have been made to the bureau. Commented favorably on CPO report of Staff meeting.

C. Ranches, Hidden Valley and Log Cabin - Commissioners Wada and Drossel
It was decided that the most expeditious use of time would be for the two Committees to meet with Mr. Botka to discuss the recommended study of whether or not to recommend closing one or both of the ranches; to follow with an inspection after that meeting. Commissioner Starratt was asked to attend the meeting.
Since the study will take several months to complete the Commission acted to support the Ranches as presently constituted so that budget problems would not

Ranches (Continued)
arise as a result.
M/S/C (Wada, Webb) to support the continuation of the two ranches as they are now operating pending an in-depth study and report by the Commission.

D. Ad Hoc Committees - No Reports

Volunteer Auxiliary
Mrs. Marge Hills who spoke for President Ruth Cowan reported that the Auxiliary has given one of its clothing rooms for use of the space by the Public Defenders.

Report by Chief Probation Officer
1. Mr. Botka reported on the supervisory and staff meetings he plans to hold on a regular basis to improve communications. He stated that he intends to use the prerogatives of his office to achieve affirmative action and to improve staff responsibility.
2. The funding has been cleared for the establishment of the foster home to be operated by Youth Advocates and must now be approved by the Board of Supervisors.
3. The Log Cabin Aftercare Program is underway and the first group has already spent two weeks at the Morrisiania West training center.
4. Staff changes: Mr. Don Carlson is now permanent Director of Hidden Valley and Mr. James Licavoli, the permanent Director of Log Cabin Ranch. They have a six months probation period which will be used as an evaluation and training period in terms of expectation and performance.

The Personnel Committee will meet regularly with Mr. Botka to share personnel concerns. Committee composed of: Commissioners Armstrong, Webb, Grandin, Yee, Wada.

M/S/C (Wada/Webb) that the Juvenile Justice Commission goes on record as fully supporting the Chief Probation Officer and his cabinet and will not tolerate insubordination, foot dragging and undercutting by line staff and supervisors.

Old Business
Brief up-date on status of Commission Secretary and reiterated that there is such provision in the budget and that at the earliest would be the first of July for that person to begin.

New Business
M/S/C (Drossel, Webb) to dispense with lunch but have office available.

The Meeting was adjourned at 2:30 P.M.

Calendar Matters
The next meeting will be held Thursday, March 3, 1977

Respectfully submitted: /s/ Ruth F. Drossel, Secretary

Addendum to January 6, 1977 Juvenile Justice Commission Meeting:
In Mr. Ira Okun's presentation on January 6, 1977, the $90,000 mentioned represents $50,000 toward the cash match and $40,000 to seed complimentary non-profit programs that would provide services in support of the county SB 30 plan.
Also, it should be noted that the proper name of the agency is Coleman Children & Youth Services rather than Coleman Foundation.

SF

JUVENILE JUSTICE COMMISSION MEETING

MINUTES March 3, 1977

The Meeting was called to order by Chairman Caesar at 12:30 P.M.

Roll Call: Commissioners Present: Mrs. Lois Caesar
Rev. Donald Mayberry
Mrs. Ruth Drossel
Miss Lou Webb
Mr. Robert Figone
Ms. Laura Grandin
Mr. Louis Maldonado
Mr. Michael Salerno
Dr. Edward A. Smith, Jr.
Mrs. Ellen Starratt
Mr. Yori Wada
Mr. Perry Yee

Commissioners Absent: Msgr. Peter Armstrong
Mrs. George Ballou
Mr. Robert Gyemant

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Warren Cain, Asst. Chief Probation Officer
Robert Foote, Director of Institutions
Thomas F. Spillane, Business Manager
John Kearney, Principal, Court School
Ruth Cowan, President, Volunteer Auxiliary

Minutes of February 3, 1977.
Minutes of February 3, 1977, Meeting were approved as mailed.

Correspondence

-18 - From Ms. Caldera, Chairman, Commission on the Status of Women requesting participation by the Juvenile Justice Commission in hearing on March 7, 1977 conducted by Civil Service Commission for input on new affirmative action policies for Civil Service Classifications.

ction Taken: M/S/C (Webb/Starratt) to send two Commissioners to the March 7, hearing. ommissioners Grandin and Yee were requested to represent the Commission.

-16 - From Charles Greenstone, complimenting the Juvenile Justice Commission on the "Evaluation of the Grand Jury Study" and requesting permission to share it with the Riverside Commission.

:tion Taken: M/S/C (Webb/Mayberry) to permit the request.

-23 - From Commissioner Webb informing the Commission that as Treasurer she has opened a checking account in the amount of $5.00 for the Commission.

idge's Corner

idge Mayer had no report since he had just returned from vacation.

Committees:

Juvenile Hall - Rev. Mayberry
Commissioner Mayberry distributed a draft letter to the Mayor concerning support of the Chief Probation Officer's supplemental budget request, for Commission input. M/S/C (Wada, Smith) that the letter be sent, as drafted, to the Mayor on behalf of the entire Commission.

The Ranches - Commissioners Wada and Drossel
Commissioner Drossel reported that the committee had met twice to develop the parameters of the Ranches study and decide how to go about conducting the study. She reported that Chief Probation Officer Botka stated that he could probably obtain a $10,000 - $15,000 grant for such a study. Judge Mayer expressed concern about the fi first two concepts of the study (A) Pre-disposition and Recommendation and (B) Dispositional Decisions. After some discussion it was the consensus of the Commission that the Ranch Committee meet with Judge Mayer to discuss those issues.

Probation Services Committee - Commissioner Starratt
Commissioner Starratt commented on the importance of supporting the Juvenile Hall budget. M/S/C (Starratt/) that the Commission make it a point to attend the next year's budget meetings at City Hall.
Chairman Caesar reminded the Commission that the Annual Report would soon be due and that the various committees be prepared to submit material.

Special Reports - Commissioner Webb
M/S/C (Webb/Maldonado) that the Chair reconstitute the Auto Crisis Committee and that the committee review the documentation regarding auto equipment including alternatives and further that the committee submit a recommendation for action at the April 7, Commission Meeting and further that the Commission disseminate its concern and recommentation to the Honorable George Moscone, Mayor of the City and County of San Francisco, Ray Sullivan, the Mayor's Budget Analyst, Roger Boas, Chief Administrative Officer and the Board of Supervisors.

Committee members are: Commissioners Webb, Maldonado and Starratt.
Mr. Botka suggested that the committee send a letter within the next ten days to Mr. Sullivan calling attention to the fact that this is already a budget item in the Juvenile Court budget proposal.
M/S/C (Wada/Drossel) that the Auto Crisis Committee be authorized to send such a supporting letter to the Mayor's Office.

Commissioner Webb then reviewed the action taken at the January Commission meeting concerning the upgrading of the Cooks at Log Cabin Ranch.
M/S/C (Webb/Grandin) That the March Minutes reflect the complete Action of the original Motion made at the January 6, 1977 Meeting supporting the Log Cabin and Hidden Valley Ranch Cooks request for Reclassification from 2654 to 2655 and that the Chair be authorized to notify the following in writing:

Mr. Tom Baker, Mayor's Administrative Assistant
Mr. Ray Sullivan, Staff Assistant to the Mayor
Mr. Gilbert Negrette, California Youth Authority
Mr. Melvin Dar, Human Rights Commission
Mr. Low, Chinese Equal Opportunity Employment Association
San Francisco Civil Service Commission

Volunteer Auxiliary - Ruth Cowan, President
Mrs. Cowan reviewed the many impressive activities in which the volunteers are participating. Chairman Caesar complimented the Auxiliary on their fine work and requested a copy of their Newsletter be regularly included with the distribution of the Commission Minutes.

Chief Probation Officer's Report - Mr. Joseph J. Botka
Mr. Botka stated that he will be available to the Commission each Friday from 2-3:30 P.M. He then reviewed the content of recent staff meetings - clarify policy, purpose and goals. He has established committees to improve administrative guidelines. The Manual is being completed which will outline Probation Officer's duties.

The Log Cabin graduate program is underway. Graduates as trainees in the various vocational programs are earning $2.50 per hour. The San Francisco Youth Home located at 1326 - 4th Avenue will begin its program soon.

The Chairman appointed the following committees:

By-law, Ethics, Guidelines: Commissioners Webb, Grandin, Smith, Wada, Drossel

Officers Nominating Committee: Commissioners, Figone, Ballou, Salerno, Armstrong

The Meeting was adjourned to Executive Session at 2:00 P.M.

The next regular meeting of the Commission will be held on Thursday, April 7, 1977 beginning at 12:30 P.M.

Respectfully submitted: /s/ Ruth F. Drossel, Secretary

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JUVENILE JUSTICE COMMISSION MEETING

MINUTES April 7, 1977

The Meeting was called to order by Chairman Caesar at 12:30 P.M.

Roll Call: Commissioners Present: Mrs. Lois Caesar
Mrs. Ruth Drossel
Miss Lou Webb
Mrs. George Ballou
Mr. Robert Figone
Ms. Laura Grandin
Mr. Robert Gyemant
Mr. Louis Maldonado
Dr. Edward A. Smith, Jr.
Mrs. Ellen Starratt
Mr. Yori Wada
Mr. Perry Yee

Commissioners Excused: Msgr. Peter Armstrong
Rev. Donald Mayberry
Mr. Michael Salerno

Staff: Judge Francis W. Mayer
Joseph J. Botka, Chief Probation Officer
Warren Cain, Asst. Chief Probation Officer
Thomas F. Spillane, Business Manager

Minutes of March 3, 1977
The Minutes of the previous meeting, March 3, 1977 were approved as mailed.

Correspondence
3-11 - to Chief Probation Officer from Pearl West, Director, California Youth Authority regarding compliance with state standards.

3-11 - from K. Boyd, S.F. Water Department, report, "Recommendations for Mandatory Water Rationing Plan."

3-9 - from J. Leister, Head Librarian, U.C. Berkeley, requesting copies of certain reports.

Action taken: M/S/C (Wada/Drossel) requesting Secretary to ascertain specific request for material, Chairman to respond with request by mail.

from L. Ford, State Juvenile Justice and Delinquency Prevenstion Commission invitation to attend their May 10 statewide workshop.

brochure announcing the C.P.P.C.A. Conference to be held May 11-13, 1977.

Action taken: M/S/C (Starratt/Wada) designating Commissioner Webb as the Commission official delegate.

Judge's Corner
Judge Mayer reported that he had met with Mayor Moscone, the State Evaluation Team and the Department of Health to discuss San Francisco being designated as a project city

under S.B. 30. He also reported that the Referees will soon be wearing black robes as recommended by this Commission.
Judge Mayer stated that he will have a luncheon meeting with Ms. Pearl West and invited the Chairman and another Commissioner to join them.
Commissioners Webb and Figone were so designated.

Committee Reports

Juvenile Hall - Commissioner Mayberry. A draft copy was distributed for comments and adoption at the next regular meeting.

Probation - Commissioner Starratt - A copy of the Probation Committe's report will be mailed with the Minutes to be acted upon at the next regular meeting. Commissioner Starratt reported that she had attended the EDP meeting. She learned that the system was almost operative and recommended that the Commission begin to consider what kind of information it needs from the system. At present the seven terminals are being used by staff and administration at the Youth Guidance Center. She stated that the Commissioners are invited to learn to use the system.

Commissioner Starratt also commented that the Civil Service lists for Probation Officers has not yet been posted and that she is concerned about what is holding up publication of the lists.
After discussion by the Commission it was M/S/C (Wada/Figone) that the Probation Committee be authorized to send a letter to the Civil Service Commission if no action has been taken by April 18 being cognizant of the affirmative action implications.
Commissioner Starratt reported that she had been asked by Ann Billyard of the CPO's staff to work with her in the development of the format for their Annual Report.
M/S/C (Webb/Figone) to approve the request.

Ranches Commissioners Wada, Drossel

Commissioner Wada reported that the"Parameters for the Study of the Ranches" as distributed, was sent to four research companies for a Proposal. They are: Arthur D. Little, Stanford Research Institute, Olympus Corporation and Human Resources Corporation. The committee will meet when the interested companies have responded, to evaluate the proposals and recommend one company. Mr. Botka will invite the representative from the Zellerbach Foundation to attend that meeting to discuss a grant to fund the proposal.
M/S/C (Wada/Webb) to approve the report.

M/S/C (Gyemant/Starratt) to change the order of business to discuss the Human Rights Commission Report on the Ranches.

M/S/C (Gyemant/Drossel) that the Chair send a letter to the Chair of the Human Rights Commission requesting that they observe protocol between the two Commissions by communicating with us first regarding areas of concern, and further, that this Commission does not consider theirs a responsible document, and finally, that, since this commission is undertaking an independent study of the ranches, that the Chief Probation Officer be advised of our actions.

By-Laws - Commissioner Webb

Commissioner Webb reviewed the By-Laws as drafted by her Committee. After suggested minor modifications were made, it was M/S/C (Webb/Drossel) that the By-Laws as

be adopted as modified.

Committee members were: Commissioners Grandin, Drossel, Smith, Armstrong.

Volunteer Auxiliary - No Report

Chief Probation Officer's Report - Joseph J. Botka

Chief Probation Officer Joseph J. Botka announced that the Finance Committee of the Board of Supervisors will have a hearing on the Juvenile Court budget Wednesday, April 20, 1977. Mr. Robert Gyemant plans to represent the Juvenile Justice Commission at this hearing.

It was also announced that our supplemental requests for automobiles and our request of monies for the communication system in Juvenile Hall was turned down by the Mayor's office. This would indicate that for the current year there will be no opportunity for funding on a supplemental basis in these areas.

Mr. Botka indicated that he hopes to get at least two automobiles in the current budget.

As far as the communication system is concerned there is a request in a package submitted to the state by Mayor Moscone which includes improvement of the communication system in Juvenile Hall. We have had no word yet on the status of that request.

Old Business

Commissioner Maldonado reported that he attended the dedication of the tennis courts.

New Business

Nominating Committee Report

The Nominating Committee, consisting of Commissioners Figone, Ballou, Salerno and Armstrong recommended the following for officers for the 1977-78 term: Chairperson,Lois Caesar, Vice-Chairman, Yori Wada, Secretary, Lou Webb,Treasurer, Perry Yee. Commissioner Wada declined the nomination of Vice Chairman and Commissioner Figone was nominated in his place. M/S/C (Figone/Webb) to approve the recommendations of the Nominating Committee.

Commissioners Grandin and Drossel abstained.

Secretary's Report

Commissioner Drossel reported that the files have been reorganized per the outline distributed. Commissioner Gyemant stated that he could donate the miscellaneous reference books and office materials needed to furnish the Commission office.

Annual Report

A Juvenile Justice Commission Report will be included in the Annual Report published by the Youth Guidance Center. Commissioner Webb was assigned to draft a report for the Commission, to be acted upon at the next regular meeting.

There being no further business the meeting was adjourned at 3:00 P.M.

Respectfully submitted: /s/ Ruth F. Drossel, Secretary

NOTE: The next regular meeting of the Juvenile Justice Commission will be held on Thursday, May 5, 1977, to convene at 12:30 P.M. in the Airplane Room of the Youth Guidance Center.

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JUVENILE JUSTICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES OF MAY 5, 1977 MEMBERSHIP MEETING

The meeting was called to order by Chairman Caesar at 12:58 P.M.

ROLL CALL:

Commissioners Present: Caesar, Webb, Yee, Armstrong, Maldonado, Mayberry, Smith and Starratt. Excused: Figone, Ballou, Fedrau, Gyemant and Grandin. Absent: Salerno and Wada. Staff Present: Judge Mayer, CPO Botka, Asst. CPO Cain, Institutions Director Foote and Business Manager Spillane. Guests Present: Amsat C. Jose, International Trade Union Congress, Cochin - Kerala, State of India; Suzanne Perry and Leslie Evans of the San Francisco Civil Grand Jury; Tim Dupre, Youth Service Bureau; Jim Buick, Mayor's Council on Criminal Justice; Ruth Hill Fine, Artists for Youth USA, and Sister Margaret Ann Murphy, Chaplain, Juvenile Hall.

MINUTES of April 7, 1977 approved as mailed.

COMMUNICATIONS:

From San Francisco Civil Service Commission, April 12, regarding reclassification of ranch cooks. Armstrong M/ Smith S/C to refer to the executive committee. From the Delinquency Prevention Commission, County of Orange, April 18, regarding proposed amendments to AB 3121. Webb M/S/C to refer to legislative committee for immediate action and recommendation. From the San Francisco Board of Supervisors, April 15, memorandum to the CPO, re Conflict of Interest Codes; CPPCA Legislative Bulletin, May 4; Northern California Coalition for Handgun Control membership call; Coleman Children and Youth Services Legislative Bulletin re AB 706 and AB 958. Webb M/S/C to refer to legislative committee for informational purpose and recommendation of further action. From the California Juvenile Justice and Delinquency Prevention Commission, April 20, re May 12 workshop scheduled in conjunction with the CPPCA conference in Fresno May 11 - 23. Webb M/S/C to file. From the City and County of San Francisco Delinquency Prevention Commission, March 30, re participation in a conference on vandalism in the city parks. Webb M/S/C to file. From the San Francisco Child Abuse Council, Inc., April 8, inviting commissioners to attend their April 20, General Council Meeting. Webb M/S/C to file. March-April CYA Delinquency Prevention Bulletin. Webb M/S/C to file.

JUDGE'S CORNER:

The Honorable Francis Mayer, Presiding Judge of the Juvenile Court, introduced our guests from the Civil Grand Jury's Juvenile Justice Committee. He reported that the court is supporting AB 90 which is now out of the Ways and Means Committee and before the assembly. Nadia Stafford represented the court in the committee hearing. The Honorable George Moscone, Mayor of the City and County of San Francisco, toured

the Juvenile Hall facilities and the C-2 Center last week, accompanied by Charles Gain, Chief of Police, including representatives from the district attorney's and public defender's offices. Mayor Moscone assured Robert Foote, Director of Institutions that two CETA employees would be assigned, by his office, to the detention facilities athletic program. Judge Mayer congratulated the commission's by-laws committee on the legal tone and quality of the new by-laws. He also complimented administrative and maintenance staff for the excellence in maintaining cleanliness in the court, the youth guidance center, and the detention facilities. He also elaborated on the probation subsidy which existed prior to AB 90. The new subsidy procedure in AB 90 creates equity in that each department in the criminal justice system will be responsible to seek independent funding. This will effect sounder accountability for allocations.

Chairman Caesar introduced our special guest, Mr. Amsat C. Jose, who is on tour, via the U.S. State Department, to study this country's judicial system.

CHIEF PROBATION OFFICER'S REPORT:

Chief Botka discussed AB 90 reporting that per capita funding is still pending and further stating that a copy of the bill is still unavailable. Commissioner Armstrong questioned the content of the bill pertinent to separate detention facilities. Chief Botka reported final disposition pending. The Chief also presented Selected Statistics Reports print-outs to the commissioners on referrals, petitions and institutional occupancy; Community programs and legislative changes re juvenile court activities; Total referrals decreased due to diversion programs; increase in petitions due to violations which require court action and supervisory follow up; Law violation referrals down 22% resulting from the function of our Family Crisis Prevention Unit and the Youth Services Bureau; Dependent referrals up due to our Intervention Unit. In conclusion, he cited that the population/occupancy of all institutions is increased resulting from the mandate of AB 3121 on all serious crime; (detention is 48 hours with hearings scheduled in fifteen days.) SB 631 will change the present jurisdiction of the juvenile court re Section 300 of the Welfare and Institutions Code to the jurisdiction of the Department of Social Services. Both San Francisco and Santa Clara counties oppose this jurisdictional change. We are supporting AB 758 regarding the subsidy bill. This will generate a gain of $600,000. Chief Botka referred to the continuing problem of insufficient funds to replace outdated and unsafe auto equipment used by the probation department stating that Mrs. Cowan, President of the Women's Auxiliary, advised him of a personal effort wherein she and Mel Askins, Probation Officer, met with Mayor Moscone regarding the urgency of this matter. Mrs. Cowan, President of the Women's Auxiliary, informed the commissioners of her informal effort, acting as a concerned citizen. Webb M/ Armstrong S/C to commend Mrs. Cowan for her assistance and to refer the entire auto crisis issue to the probation committee for continuing action.

COMMITTEE REPORTS:

Juvenile Hall Annual Report presented by Chairman Caesar. Armstrong M/ Starratt S/C to adopt report.

Probation Committee Report presented by Chairman Starratt who M/ Armstrong S/C adoption of the report.

Ranch Study Report - Co-Chairmen Wada and Fedrau were absent; however, committee member Starratt reported that the committee had met with Mr. Edward Nathan of the Zellerbach Foundation regarding funding. Committee meeting scheduled soon.

Annual Juvenile Court Report - Chairman Webb outlined the format and procedure involving commission acceptance to meet the May 20 deadline. The commission authorized Chairman Webb to proceed with the report.

OLD BUSINESS:

Mrs. Cowan, Women's Auxiliary, invited the commissioners to participate in the Auxiliary's special luncheon for Judge Mayer, May 20, in the cafeteria. The keynoted for the luncheon is Warde Laidman, Director of Childrens Services, San Francisco Community Mental Health Services.

Due to the new by-laws provision, Webb M/S/C to extend the meeting until 2:45 P.M.

Regarding AB 958, Armstrong M/ Smith S/C that the commission unanimously endorse the Bill.

Sister Margaret Ann Murphy was introduced by Commissioner Armstrong who commended staff for the cooperation and assistance given to Sister Murphy who has served many years as chaplain in the detention facilities. He also commended her outstanding work with troubled children.

Commissioner Starratt reported that she was scheduled for a meeting at the court when she learned that the staff was meeting with members of the Civil Grand Jury and was able to sit in on this meeting. She also reported attendance of a detention control committee meeting and a conference of the Youth Services Bureau. Due to the concern of the probation committee and the commission as a whole, she asked Assistant CPO Warren Cain to comment on the status of the civil service exams. He advised us that the lists would be available May 25.

Chairman Caesar announced the annual June workshop and named Commissioners Armstrong and Starratt to determine location, time and date and report back to the June membership meeting.

All other business of this commission, including committee assignments and goals of the forthcoming year was referred to the June workshop meeting.

There being no further business, the commission adjourned to executive session at 2:[illegible]3 P.M.

Respectfully submitted,

5/15/77

Commissioner Webb, Secretary
JUVENILE JUSTICE COMMISSION

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JUVENILE JUSTICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
San Francisco, California 94127

MINUTES OF JUNE 2, 1977 COMMISSION MEETING

The meeting was called to order by Chairman Caesar at 12:48 P.M.

ROLL CALL:

Commissioners present: Caesar, Figone, Webb, Yee, Grandin, Maldonado, Mayberry, Salerno, Smith, Starratt and Wada. Excused: Ballou and Fedrau. Absent: Armstrong and Gyemant. Staff present: Judge Mayer, CPO Botka, Asst. CPO Cain and Business Manager Spillane.

MINUTES of May 5 corrected by Chairman as follows: the volunteer auxiliary luncheon for Judge Mayer was held May 12 instead of May 20, and committee assignments and goals for the forthcoming year were referred to the June meeting, rather than June workshop. Starratt M Grandin S/C to approve minutes as corrected.

COMMUNICATIONS:

Chairman Caesar reported on May 13 letter from Grant Mickens, San Francisco Human Rights Commission re grand jury findings. Webb M/S/C file. Delinquency Prevention Commission, County of Orange, May 19, re equitability in application of AB 3121. Webb M/S/C file. M/S/C to defer remainder of communications on completion of Judge Mayer's and CPO's report to allow both travel time to attend another meeting.

JUDGE'S CORNER:

Judge Mayer advised the commission that this was his last official meeting with us and thanked us for our service to the court in fulfilling our obligation. He cited the many changes pending in the juvenile court system re jurisdiction of codes 600 and 602 hearing procedures and the role of the probation officers. He also discussed the history of the status offender and amendments now pending on AB 3121 and the continuing problem of insufficient alternatives for compliance with AB 3121. Judge Mayer asked us to consider merger with the delinquency prevention commission. In conclusion, he suggested we redirect our focus to a study of the kinds of agencies we are now using, their funding, effect of recidivism and alternative programs for both diversion and prevention. He also called for full support of the probation officer's new program working with ranch residents.

CHIEF PROBATION OFFICER'S REPORT:

Chief Botka reported on the problems with the California Youth Authority regulations re over-population in April and May and the subsequent measures under way to correct the problem: supplemental budget request submitted to the board of supervisors to meet fire safety regulations; AB 958 permitting 48-hour hold for some status offenders; AB 758 and SB 1172 to establish special offender programs and funding subsidies and an inquiry from Grant Mickens, Director of the San Francisco Human Rights Commission re procedural changes at the Log Cabin Ranch.

COMMUNICATIONS: (continued)

Letter copies to the Chief PO and others re Log Cabin Ranch; new staff positions; CYA re ranch population and fire safety code; newsletter from San Francisco Child Abuse Council and May issue of Bay View (ABAG) newsletter. Webb M/S/C to file all.

UNFINISHED BUSINESS:

Commissioner Starratt, Chairman of the probation committee pointed up the need to improve the entrance area of the youth guidance center and M/S/C to name a special committee to work in cooperation with the volunteer auxiliary and youth at the center to redesign the entrance area to establish a more friendly and less confusing access to all facilities. Chairman Caesar named Commissioners Yee, Grandin and Maldonado as committee members.

Commissioner Webb reported on the State Delinquency Prevention and Juvenile Justice Commission's all-day conference for county commissioners held May 12 in conjunction with the CPPCA state-wide conference in Fresno, May 11-13. The commission held two workshops in the spring and due to the attendance and reception of county commissioners who attended are opting to hold four-state-wide workshops in the near future. County commissioners in attendance asked the commission to develop a legislative reporting procedure to allow county commissioners to receive accurate time lines for legislative action. A request, for proper funding of the above, was addressed to Pearl West, Director of CYA, who attended the meeting.

NEW BUSINESS:

The annual workshop will be held June 26, in the home of Commissioner Starratt. Meeting call for commissioners only with invitation to Judge Mayer. M/S/C to adopt workshop agenda presented by Commissioner Starratt.

Standing committee assignments: Chairman Caesar named the following chairmen and committee members. Ranches: Chairman Webb, Armstrong, Figone, Ballou, Fedrau and Maldonado. Probation: Chairman Grandin, Smith, Mayberry, and Salerno. Education: Chairman Webb, Grandin, Ballou and Smith. Personnel: Chairman Wada, Smith, Mayberry, Yee and Grandin. Legislative: Chairman Ballou, Salerno, Wada, Figone and Fedrau. Juvenile Court: Chairman Gyemant, Grandin, Maldonado, Yee, Armstrong and Figone. Commissioner Webb refused chairmanship of the ranch committee and suggested the chairman name Commissioner Grandin. Refusal based on present responsibilities as commission secretary and education committee chairman including full-time professional responsibilities. No action was taken re commission approval of appointments.

There being no further business, the commission adjourned to executive session at 2:38 P.M.

Respectfully submitted,

JUVENILE JUSTICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

Commissioner Webb, Secretary

JUVENILE JUSTICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
San Francisco, California 94127

MINUTES OF SEPTEMBER 15, 1977 COMMISSION MEETING

The meeting was called to order by Chairman Caesar at 12:30 P.M.

ROLL CALL:

Commissioners present: Caesar, Figone, Webb, Fedrau, Grandin, Maldonado, Mayberry, Smith. Excused: Armstrong, Ballou, Salerno and Wada. Staff present: CPO Botka, Asst. CPO Cain, Business Manager Spillane and LCR Director Licavoli. Guests: Carole Brill, Managing Attorney, Legal Services for Children; Greg Bonfilio, Director, Public Defender's office, juvenile court; Liz Smith and Mary Pat Hough, San Francisco Delinquency Prevention Commission.

Minutes of June 2 approved as submitted on motion by Fedrau/Grandin S/C.

COMMUNICATIONS:

In the matter of May 31 request from University of California Public Affairs Library requesting copy of our Evaluation of Civil Grand Jury 75-76 Reports, January 2, 1977, and a request to be included on our regular mailing list Fedrau M/Grandin S/C to defer to October meeting. Commissioner Fedrau pointed out that a similar request had been made earlier this year and that the chairman had been instructed to query the request, in writing, before taking action. Fedrau M/S/C that all future requests and replies concerning all business of this commission shall be read in regular commission meetings. Juvenile Justice/Delinquency Prevention Commission, County of Santa Clara, September 8, re survey of all juvenile justice commissions "involvement" with their county probation department's annual budget preparation. M/Figone S/C to comply with request. Fedrau M/S/C recommend that copies of this be made, mailed to commissioners and that the evaulation be discussed at the next meeting. Announcement from the CPPCA Awards Committee seeking nominations for their Lester J. Haye Award, the Pepperdine Award, the John B. Clark Award, the Allen B. Alford Award and the Barry Fong-Torres Scholarship Award. The corrections profession makes these awards at their annual state conference "to recognize excellence or significant contributions to the field by individuals and organizations". Chairman Caesar M/S/C to hold for further clarification. San Francisco Council of Democratic Clubs, July 11, invitation to wine and cheese party benefit for the "NO on A & B Campaign". M/S/C file. Letter of resignation, June 14, from Commissioner Gyemant. M/S/C file. Announcement of September 8 Sexual Trauma Center meeting including minutes of their August 25 meeting. M/S/C file. Letter of resignation, July 19, from Commissioner Yee. M/S/C file. Invitation from San Francisco Delinquency Prevention Commission, August 26, to participate in a meeting on September 15 re the inadequate communication between the cities, commissions and boards that deal with youth. Commissioners Caesar and Grandin attended the meeting and reported that this was an exploratory

COMMUNICATIONS: (continued)

meeting to determine provision for communication channels. Commissioner Fedrau and Grandin will attend the next meeting. Chairman Caesar pointed up that we have a problem of receiving correspondence from the San Francisco Delinquency Prevention Commission since it is limited in mailing only to the commission chairman. M/S/C to ask the delinquency prevention commission to mail their minutes to the individual juvenile justice commissioners so that we receive their material at an earlier date.

REPORTS:

Commissioner Fedrau reported on negotiations with electronic firms to provide a new security system for juvenile hall. She met with CPO Botka and JH Director Foote and representatives of the industry to discuss the safety needs for staff. Lowest bid will provide for a safety system, communications system deferred at this time. M/S/C approve installation and commend Commissioner Fedrau for a job well done.

CPO Botka reported on the status of AB 90 and AB 958. AB 90 allows $2.55 per cap to each county. Present subsidy allows $150,000. The new subsidy will provide one million dollars to San Francisco County. AB 958 has an eight million dollar price tag. Bill has been deferred and off the calendar. The LA Grand Jury supported AB 958 in opposition to AB 3121. In the matter of meeting youth guidance center fire safety requirements in compliance with the CYA, the authority notified him on September 1 that we have until September 30 to submit a plan for compliance which meets the approval of the San Francisco Fire Department. Commissioner Ballou credited with a Chevron Corp. grant in the amount of $2,000 to the Youth Tennis Foundation to refinish the tennis court. Mayor's Manpower Commission vocational programs monitoring Youth for Service, Morrisania West and RAP as a special joint project will be refunded by the manpower commission. Community Mental Health survey at 375 Woodside Avenue of the psychiatric clinic district 5 re purpose, direction and goals. Commissioners Grandin and Figone will attend the meeting.

Jim Licavoli, Director LCRS provided the commissioners with charts and data outlining the ethnic population, medical staff needs and general goals at LCR. This was the first half of a report from Licavoli to be completed at the October meeting. He also reported that Title II money has come through for improvement of food services and recreational programs. Fedrau M/Figone S/C that the second half of Licavoli's report with necessary documentation be mailed to each commissioner and that he also provide the commission with recommendations on phases of his program for our input. The commission thanked Director Licavoli for his report.

Carole Brill, Managing Attorney of Legal Services for Children, appeared before the commission for support in resolving a major problem which may be a lack of communication between the court staff and the school placement committee involving the return of ranch graduates to the school system. At present, the school placement committee recesses for the summer months consequently re-entry into fall classes is not always acted on in time. Commissioners Fedrau and Grandin were named

REPORTS: (continued)

by the chairman to study this matter along with Commissioner Figone and report back to the commission. They also will attend a meeting of concerned professionals to settle the conflict of re-entry into the school system.

UNFINISHED BUSINESS:

Chairman Caesar announced the following committee assignments for 1977-78: Ranch Committee - Caesar (chairman pro-tem), Fedrau and Maldonado; Sub-committee Ranch Study - Fedrau, Grandin and Webb; Probation Committee - Mayberry (chairman pro-tem) and Smith; Sub-committee - Placement Facilities - Grandin, chairman; Juvenile Hall Committee - Figone, chairman, Ballou and Maldonado; Juvenile Court - Grandin, chairman; Education Committee - Webb, chairman; Legislative and Personnel committees to be assigned as needed. M/S/C approve.

Commission adjourned to executive session at 2:30 P.M.

Respectfully submitted,

LOU WEBB, SECRETARY
JUVENILE JUSTICE COMMISSION

JUVENILE JUSTICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
San Francisco, California 94127

MINUTES OF OCTOBER 6, 1977 COMMISSION MEETING

The meeting was called to order by Chairman Caesar at 12:35 P.M.

ROLL CALL:

Commissioners present: Caesar, Webb, Armstrong, Ballou, Fedrau, Grandin, Mayberry, Smith and Wada. Excused: Figone, Maldonado and Salerno. Staff present: CPO Botka, Asst. CPO Cain and HVR Director Carlson. Guest: Daniel Donnelly, Juvenile Justice Planner, Governor's Justice Commission, Providence, Rhode Island.

COMMUNICATIONS:

In the matter of the U.C. library request for addition to mailing list including a copy of the commission's Evaluation Report on the civil grand jury 75-76 report M/S/C to comply. MCJC, September 30, re testimonial dinner in honor of Yori Wada, Saturday, October 22nd with proceeds designated to the Wada Youth Scholarship Foundation. M/S/C to participate. Mayor's Office of Employment and Training, September 22, re endorsement of pre-application for a San Francisco youth incentive entitlement program. M/S/C that chairman file a letter of support on behalf of the commission. Chief Botka has filed a letter of support with MOET. National Association of Accountants for the Public Interest, September 12, inquiry. M/S/C to refer the matter to the placement facilities sub-committee for study and subsequent report to the commission. CPO's, September 23, letter to Mayor Moscone re the continuing use of unsafe auto equipment and copy of the Mayor's response September 30. Smith M/S/C that the chairman direct a letter to the Mayor requesting that funds be released for purchase of two '77 cars pending allocation of '78 models and to reiterate the concern of the commission for the continuing problem of unsafe equipment now in use by staff in transporting minors and other court business. California Youth Authority, September 19, announcement of on-site inspection of ranches. Hidden Valley, October 18 and Log Cabin, October 19. Webb M/S/C that copies of all inspection reports be filed with the commission and that copies also be distributed to the commission chairmen of the probation, ranch and juvenile hall committees for the purpose of reporting in the course of regular commission meetings. Chairman Caesar asked for volunteers to participate in the ranch inspections along with CYA representatives. Thank you letter from Judge Mayer for his testimonial dinner. M/S/C file. Letter of regret, July 25, from former Commissioner, Charles Greenstone, who was unable to attend. Copy was sent to Judge Mayer. M/S/C file. M/S/C to file the following communications and notices which were distributed in the meeting for the commissioners' interest. October 3 report from Asst. CPO Cain re the probation department staff; September 19 News Update on NACJPD '77 annual conference at the San Francisco Townehouse, August 22-24; August 16 minutes of the San Francisco Delinquency Prevention Commission; September 22 minutes of the Sexual Trauma Center Advisory Group - Young Victims; October 1 notice from Les Payne re his candidacy for supervisor in the 9th district; San

COMMUNICATIONS: (continued)

Francisco Child Abuse Council annual Conference on Child Abuse, October 26; Coleman Children & Youth Services, September 13, report; San Francisco Child Abuse Council October Newsletter: The National Conference of Christians & Jews, Inc., September 16, announcement of course on parliamentary procedure to be held October 12, 19 and 26; YWCA Western Addition Center, September 23, re swim program for youth in the Western Addition, September 20 minutes of the San Francisco Delinquency Prevention Commission; September 30 notice from Mayor Moscone re Civic Center Blood Mobile; Citizens for Law and Order October Newsletter; National Conference on New Juvenile Justice Standards, October 30 - November 3, Hyatt Regency Hotel, Washington, D.C.

REPORTS:

Commissioner Fedrau reported that the work of the ranch study subcommittee may be premature at this time since we have yet to meet with Judge Kennedy apprising him of the purpose of this study and we need to determine his interest. She also noted that on September 15, Jim Licavoli, LCR Director, appeared before the commission and made a partial report on the ranches and advised the commission that one of the ranch counsellors, Mr. Berkowitz, was working on a study as part of his doctorate. Fedrau M/Grandin S/C that the ranch study committee request the counsellor, thru Mr. Licavoli, to submit an outline of his study and also request that he address the subject in a regular commission meeting.

Commissioner Grandin reported on the San Francisco Delinquency Prevention Commission's second meeting to develop a youth congress steering committee comprised of representatives of youth agencies providing for a comprehensive communication channel among youth agencies and city boards and commissions. M/S/C that Commissioner Grandin continue to represent the commission in this project.

Chief Botka reported that thru Commissioner Ballou, we received a $2,000 grant from Chevron Corporation to be used for the Youth Tennis Foundation. The commission will sponsor a special appreciation luncheon to be held in the girls center, October 18, at which time the check will be presented to Judge Kennedy. In the matter of the continuing car crisis Chief Botka discussed the urgency acted on in the reading of correspondence. He also reported on the pending psychiatric clinic study and the crisis resolution grant depletion in December for the Rafiki-Masaada Youth Home.

Ass. CPO Cain reported for all youth guidance center directors on the changes in staff due to recent examinations.

ebbM/Wada S/C to extend meeting time until 3:00 P.M. in compliance with the by-laws.

Don Carlson, HVR Director presented the commission with a variety of reports up-dating all functions of HVR. He commented specifically on the new SB 42 mandate that 90 day terms start with the date that freedom is

REPORTS: (continued)

removed. The reports were developed to include the recommendations of ranch counsellors, reports to the court and the recreational programs. The commission thanked Mr. Carlson for his report.

UNFINISHED BUSINESS:

Chairman Caesar announced the following committee assignments to committees adopted in September 15 meeting: Ranch committee (add Salerno). Ranch study sub-committee change from Fedrau, Grandin and Webb to Fedrau and Wada. Probation committee (add Armstrong). M/S/C to approve as named.

Adjourned to executive session.

Respectfully submitted,

LOU WEBB, SECRETARY
JUVENILE JUSTICE COMMISSION

JUVENILE JUSTICE COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

375 Woodside Avenue
San Francisco, California 94127

NOVEMBER 3,

MINUTES OF ~~OCTOBER~~ 6, 1977 COMMISSION MEETING

The meeting was called to order by Chairman Caesar at 12:35 P.M.

ROLL CALL:

Commissioners present: Caesar, Webb, Armstrong, Ballou, Grandin, Maldonado, Mayberry, Smith and Wada. Excused: Figone, Salerno and Fedrau.

Minutes of September 15 and October 6 approved as submitted on motion by Grandin S/C.

COMMUNICATIONS:

In the matter of Grant Mickens, Director of the San Francisco Human Rights Commission October 4 letter, request for meeting with commission re juvenile court study, Webb M/ Grandin S/C to invite Mr. Mickens to address the subject at the December meeting. Commissioner Grandin to follow through on the Mickens report. Letter of appreciation from Senator Milton Marks re AB 90, September 27. M/S/C file. Calendar notice of the San Francisco Board of Supervisors Legislative and Personnel Committee meeting, November 1. M/S/C file.

REPORTS:

Chief Botka provided commissioners with copies of the 1976-77 Civil Grand Jury Report of the City and County of San Francisco. He also submitted print-outs on the ongoing federally funded projects for the San Francisco Youth Home, the Log Cabin Ranch Vocational Program, the San Francisco Youth Service Bureau and the AB 3121 program. This also included the funding of anticipated programs for the Morrisania West Group Home (approx. start, April, 1970 - $75,930), S.F. Senators Group Home (approx. start April, 1978 - $18,000), and the S. F. Youth Service Bureau (approx. start May, 1978 - $197,777). Copies of the Log Cabin evaluation reports were also submitted to the Commissioners. In conclusion, he discussed the status of the Girls' Center, wherein staff will meet to determine the needs of the center and asked the commission to name a representative to work with staff on the evaluation. Chairman Caesar designated Commissioner Webb with the approval of the body. Chief Botka announced that the Volunteer Auxiliary would be using the commission's meeting room for Christmas gift wrapping effective November 7 thru December, noting that the commission would hold its December meeting in the conference room. Public hearing conducted by the San Francisco Board of Supervisors re Convent of Good Shephard continued for one month.

Commissioner Grandin reported on her discussion with Donald Shek of the National Association of Accountants for Public Service who are seeking a project, and the commission authorized her to work with Chief Botka to explore the possibility of a commission-sponsored study.

In the matter of the problem affecting ranch graduates' reentry into fall school classes, Commissioner Grandin met with Carole Brill, Managing Attorney of Legal Services for Children, Greg Bonfillio, Public Defender, Juvenile Court, Commissioner Figone and other members of the S. F. Unified School District, Reg Armando, Tom Kearney, Warner Palligo, Bob Perini and Pete Cinquini, including Lorraine Royall, Probation Officer of the Youth Guidance Center, to effect resolution. The problem was related to the recess of the school placement committee during the summer months. This committee will now meet in August to facilitate reentry on time. The committee chaired by Commissioner Grandin also discussed the inadequate funding for the Educationally Handicapped which is not meeting the needs of more than 6,000 eligible students. Ranch graduates are supposed to reenter thru the EH program; however, the delay results in reentry in regular programs. The committee unanimously agreed to seek correction of the unwieldy procedure for eligibility set forth in AB 95.

Commissioner Maldonado reported that he and Chairman Caesar, together and independently, made four trips in the last ten days to the ranches and found the kitchen facilities clean and well maintained, facilities should be freshly painted and commended the director for a superb job. Chairman Caesar also announced that the ranch committee members would make unscheduled visits in the near future.

Commissioner Grandin reported for the ranch study committee and advised the commission that the committee would meet Counselor Berkowitz on November 7 at 11:00 A.M. in the Airplane Room to discuss his participation. (changed to conference room).

Mrs. Ruth Cowan, President, Volunteer Auxiliary, reported that the VA, now in its 28th year, has a 1977-78 budget of $22,845; appreciation for generous donations from the community, the annual Thanksgiving fund raiser, November 17 and the raffle of the annual Thanksgiving dinner basket; contributions to the Log Cabin Ranch, Girls Center and C2 for incidental expenses; sponsorship of youth to the opera and other paid entertainment events; October meeting held at Hidden Valley; recognized the dedication and work of the juvenile justice commission.

UNFINISHED BUSINESS:

Commissioner Webb asked the commission to determine the procedure of roster listing on new city and county stationary for all departments. Armstrong M/S/C that the present procedure listing officers first and individual commissioners alphabetically be continued. She also requested that copies of all letters written by commissioners be in duplicate for both the general and the chronological file.

There being no further business, the commission adjourned to executive session at 1:45 P.M.

Respectfully submitted,

Lou Webb, Secretary
JUVENILE JUSTICE COMMISSION

MINUTES

JUVENILE JUSTICE COMMISSION MEETING
December 1, 1977, Thursday, 12:30 p.m.

Meeting of the Juvenile Justice Commission was called to order at 12:30 p.m. by Chairperson Lois Caesar.

Roll Call: Quorum present.

Minutes of the October meeting were approved.

Correspondence will be passed around hereafter for members to read unless important letters are to be considered. M/S/C - Armstrong/Grandin.

REPORTS

Joe Botka reported on changes of the Girls' Center because of low number of girls to be supervised.

Efforts are continuing on the new automobiles with seven compacts and the truck to be delivered early in the new year (1978).

Mr. Botka reported on the absence of the auto shop teacher due to illness and the closure of the Log Cabin Auto Shop. He said that a substitute has been assigned to the auto shop.

It was M/S/C (Wada/Armstrong) That a letter be written to Principal Kearney with a copy to Superintendent Robert Alioto that a new permanent auto shop teacher be assigned to Log Cabin in the event that Mr. Anderson remains ill or retires so that the auto shop need not be closed.

Report was made of liaison officers to be assigned to MOET.

Mr. Botka also reported on a fire in a boys' cottage where a ward set fire to a mattress. A grant has been approved to upgrade the fire safety of the Juvenile Hall.

Copies of the Human Rights Commission's study on plea bargaining in the Juvenile Court will be sent to members of the Juvenile Justice Commission.

Chairperson Caesar gave a background report on the appearance of Bill Mallen of the Mayor's Council on Criminal Justice, and Mary Hough, Delinquency Prevention Commission, who will talk of the Public Inter-Agency Coordinating Committee.

Miss Hough began by stating that the Steering Committee of departmental directors was formed to better coordinate services to children and youth.

Bill Mallen felt the coordination of public and private services to children and youth was important.

Phase I was to coordinate the services of public agencies while Phase II was to bring private agencies into the coordination group.

The floor was open to questions from the Juvenile Justice Commissioners.

In reply to several skeptical comments, Ms. Hough explained that coordination of planning and implementation efforts on behalf of children and youth services by public departments was important and a necessary first phase. With the passage of AB 3121, it is important that a county-wide plan for new and better services to children and youth be designed. An inventory of where we are today in San Francisco and where we might be is critical.

Barbara Conway from the Mayor's Office stated that a county-wide plan is important and needed, but questioned whether such a function should not be the responsibility of the MCCJ.

Mr. Mallen closed the presentation with a request that the JJ Commission join the Steering Committee of the Public Agencies.

It was M/S/C (Armstrong/Figone) To pursue the concept of public agencies joining together for the purpose of coordination of planning of services to children and youth.

Grace Rodriguez gave a report on the walk-away (escape) numbers and incidents from January 1, 1976, to present.

Father Peter Armstrong reported on a meeting with Judge Joseph Kennedy on the morning of December 1, 1977. It was strongly requested by the Judge that the JJC become a mini-Grand Jury of the Juvenile Court, the Probation Office, the Juvenile Hall, and the two ranches.

He also reported that the Judge offered assurance of a paid Director and a paid secretary for the JJ Commission. It was the consensus that the committee of Armstrong, Ballou, and Wada be authorized to draw up a preliminary breakdown of task forces to be formed to undertake the functions as requested by Judge Kennedy.

Laura Grandin reported on the meeting with Messrs. Berkowitz, Licavoli, Botka, and Wada, and herself. At present, it is not clear whether the scope of the study or the paid time of Mr. Berkowitz would be feasible for the scope of the JJC study. The Study Committee will meet again and report back.

Mrs. Ruth Cowan of the Auxiliary reported on the 3,000 presents for children and youth of Juvenile Hall and the ranches and wards of the Juvenile Court. She also reported about the other activities of the holiday season in which the youth will be involved.

It was M/S/C (Armstrong/Mayberry) To commend Warren Cain for keeping us informed of the meetings of supervisory staff.

It was M/S/C (Ballou/Smith) That we rescind previous meeting's motion requesting DPC minutes to all commissioners.

It was M/S/C (Armstrong/Wada) That JJC endorse the San Francisco Youth Campus for the care of mentally disturbed boys and girls, and that Hidden Valley and Log Cabin ranches are not suitable for the care and treatment of these youth. Letter of the resolution to be sent to members of the Board of Supervisors.

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

YORI WADA
Recorder